

Annual Report
of the
Town Officers
of the Town of
Woolwich
Maine



For the fiscal year
July 1, 2018 – June 30, 2019



Lincoln County Publishing Co.
Newcastle / Damariscotta, Me.

Woolwich, Maine

- Incorporated October 20, 1759
 - Population: 3,072 (2010 Census)
 - Government: Annual Town Meeting, five member Board of Selectmen and Town Administrator
 - School: Woolwich Central School (K-8); Principal, Jason Libby
 - Post Office: Woolwich Post Office 04579; Tel. 443-2000 • Bath Post Office 04530; Tel. 443-9779
 - Woolwich Historical Society, 21 Nequasset Road; 443-4833; Open June, July and August on Sundays, 10 a.m.-4 p.m. and by appointment. Call Debbie Locke at 443-5684.
 - Cable Television - COMCAST
 Questions about your bill - 1-800-219-5541
 Local Cable - Channel 3 - To put items on the local cable, please call the Town Office at 442-7094
 - Solid Waste Disposal - Riverside Disposal - 623-2577
 - Telephone Service: Fairpoint 442/443/386/882 Exchanges
 - Cemeteries: Nequasset Cemetery, Partridge Cemetery, Riverside Cemetery, Bailey Cemetery, Gould Cemetery, Grover Cemetery, Murphy's Corner Cemetery, Laurel Grove Cemetery, Thwing's Point Cemetery
 - Town Office: Municipal Building, 13 Nequasset Road

| | |
|---|----------|
| Selectmen's Office, Town Administrator and Town Treasurer | 442-7094 |
| Tax Collector and Town Clerk | 442-8723 |
| Fax Machine | 442-8859 |
| Animal Control Officer | 737-2093 |
| Shellfish Warden | 371-2732 |
- Office Hours of the Town Clerk and Tax Collector
 Monday 9 a.m.-5 p.m. Tuesday 9 a.m.-5 p.m. Wednesday 9 a.m.-6 p.m.
 Thursday 9 a.m. to 4 p.m. Friday 9 a.m.-3:30 p.m.
- Office Hours for the Selectmen's Office / Town Administrator
 Monday 9 a.m.-5 p.m. Tuesday and Thursday 9 a.m.-4 p.m.
 Wednesday 9 a.m.-6 p.m. Friday 9 a.m.-3 p.m.
- Email Address: administrator@woolwich.us • Website: www.woolwich.us

Town Clerk - hunting and fishing licenses, dog licenses, birth, marriage and death certificates issued, copies of vital statistics records, election preparation and records.

Tax Collector - excise tax collection, automobile, trailer and boat registration, collection of all fees and tax payments.

The **Selectboard** meet 1st and 3rd Mondays of each month at 6 p.m. at the Woolwich Town Office.

The **School Board** meets the fourth Monday of every month at 6 p.m. at alternate schools in the RSU#1 district. Website: www.rsu1.org.

Brief History of Woolwich - First settled in 1638 by Edward Batemen and John Brown, who purchased the land of Robin Hood, the Indian Chief. Settlement was broken up in the second Indian War. Resettled in 1734, Precinct of Georgetown until incorporated October 20, 1759. Plantation name, Nequasset. Present name from Woolwich, England. Day's Ferry area designated as a historic district on the National Register of Historic Places in 1975.

Dedication



Margaret Gardiner

We dedicate this year's Town Report in memory of Margaret Gardiner of Phipps Point Road who died on February 13, 2020, 2 days after her 98th birthday. "Miss G," as many called her, was the daughter of former Maine Governor Tudor Gardiner, who served two terms as Governor when she was a child. She was a World War II veteran of the Women's Army Corps serving in the chemical warfare service.

She spent over half of her life as an accomplished breeder of Morgan horses, beginning in 1948, and several of her horses competed successfully overseas. She was internationally known for her Morgan breed. She was committed to producing "useful and sound horses that had strength, agility, durability, and a great temperament." She also invested research dollars with the University of Pennsylvania to address ataxia and equine neurological defects in horses.

She will be remembered mostly for her devotion to promoting riding among youth. Miss G. welcomed many young people into the world of farming in 4-H, in the Girl Scouts, and in the Pony Club, which introduced many young girls to horses as well as farming. She introduced many adults to horses and horseback riding as well.

The Town of Woolwich awarded Miss G the Boston Post Cane, as the Town's oldest resident, in 2017. She touched the lives of many in this Town, and will be remembered as someone who clearly loved her work and her life. How many of us could say that? She will be missed and the Town offers deep condolences to her family and friends.



Boston Post Cane Holders

Geraldine Edgerly is the current Boston Post Cane Holder

| <u>Name</u> | <u>Date of Death</u> | <u>Age</u> |
|-----------------------|----------------------|------------|
| Margaret Gardiner | 2/13/2020 | 98 |
| Victor Knight | 1/22/2017 | 95 |
| Alice Bond | 6/22/2016 | 96 |
| Clinton Hilliker | 3/5/2016 | 98 |
| Loring Edgerly | 4/9/2015 | 98 |
| Grace E. Smith | 11/13/2013 | 97 |
| Jerry Creamer | 11/13/2011 | 96 |
| Sadie G. Hathorne | 8/12/2008 | 95 |
| Mary S. Bateman | 8/15/2007 | 97 |
| Stanley E. Wallace | 2/23/2003 | 92 |
| Marietta M. Flemmings | 7/23/2002 | 96 |
| Eleanor A. Jameson | 1/4/2002 | 95 |
| Alberta Hunt | 7/29/2000 | 99 |
| Hollis L. Leeman Sr | 6/15/1996 | 93 |
| Marian D. Cain | 12/12/1995 | 94 |
| Harold B. Leeman | 5/3/1993 | 91 |
| Catherine L. Carleton | 1/31/1992 | 94 |
| Maude E. Leeman | 8/17/1990 | 96 |
| Albert V. Knight | 9/18/1987 | 97 |
| Susie B. Reed | 9/13/1985 | 97 |
| Loring K. Soule | 1/26/1984 | 98 |
| Fred T. Hathorne | 9/22/1978 | 98 |
| Mary L. Dodge | 3/9/1976 | 101 |
| Winifred H. Brawn | 5/12/1971 | 98 |
| Anne E. Dodge | 11/2/1969 | 99 |
| Cyrus Gilmore | 3/27/1968 | 91 |
| John C. Preble | 1/28/1964 | 104 |
| William Poor | 10/30/1955 | 103 |
| Asa Hathorne | 12/23/1949 | 95 |
| Marilla L. Brawn | 12/5/1949 | 99 |
| Clarissa A. Reed | 9/18/1941 | 89 |
| Benjamin F. Savage | 5/26/1941 | 93 |
| Anne L. Sidelinger | 7/21/1938 | 95 |
| Emma T. Barnes | 1/12/1934 | 92 |
| Margaret B. Robbins | 5/14/1933 | 93 |
| Rachel A. Getchell | 11/5/1930 | 94 |
| Peter A. McDonald | 3/3/1927 | 91 |
| Sarah M. Reed | 2/10/1927 | 91 |
| Mary Buck | 3/17/1923 | 90 |
| Elizabeth Thwing | 8/10/1921 | 90 |
| John H. Perkins | 9/25/1920 | 89 |
| Charlotte A. Leonard | 4/27/1920 | 94 |
| Worrall Reed | 2/27/1919 | 93 |
| James Tibbetts | 6/6/1916 | 99 |
| Sarah McKenney | 3/1/1914 | 97 |

Guidelines to Attending a Town Meeting

- If you wish to speak, wait until the Moderator has opened the floor to public comments. When the Moderator has recognized you, stand, state your name for the record, the agenda item and nature of your business.
- Please refrain from discussion on the article if you have a conflict of interest in any article.
- The Moderator will not entertain public comment about specific individuals.
- The Moderator has the right to set a time limit for comments. Be prepared to state your business in a brief and concise manner.
- During a Public Meeting, only the subject matter can be discussed.
- Comments should always be courteous. Personal and accusatory comments are out of order. Profanity, disorderly language or gestures at meetings are prohibited.
- At no time will the public be allowed to argue, debate or introduce a topic that is not on the agenda.
- During discussion, the audience shall not disturb the proceedings by whispering, talking or other distractions.

Special Note: The following is the “**PROPOSED WARRANT.**” As much as the Selectpeople and the Administrator attempt to have all the Warrant Articles ready for the Town Report prior to going to print, there are occasions where legally there could be Warrant Articles added, edited or deleted from what has been printed in the Town Report. **Therefore:** in accordance with MRSA Title 30-A §2523, please check the legal posting of the Warrant seven days prior to Town Meeting posted at: The *Town Office, Woolwich Central School, Woolwich Post Office and at www.woolwich.us*.

SPECIAL TOWN MEETING WARRANT August 22, 2020

SAGADAHOC, s.s.

To: Debbie Locke, a resident of the Town of Woolwich in the County of Sagadahoc and the State of Maine.

GREETINGS:

In the name of the State of Maine, you are required to notify and warn the voters of the Town of Woolwich in the said County qualified by law to vote in town affairs to meet at the Woolwich Town Office at 13 Nequasset Road in said Town, on the 22nd of August A.D. 2020 at nine o'clock in the morning, then and there to act on Articles 1 through 51, all of said articles being set out, to wit:

Article 1 To elect a Moderator to preside at said meeting and to vote by written ballot.

Revenue

Article 2 To see if the Town will set the dates of **October 30, 2020** and **April 30, 2021** when taxes are due and payable and to see if the Town will fix the interest rate on unpaid taxes at **8% (eight percent)** per annum (36 MRSA §505.4) and to set the dates that interest starts on unpaid taxes **thirty (30) days** after each due date.

Article 3 To see if the Town will vote to set an interest rate to be paid by the Town on taxes that have been paid, but are either abated or overpaid and refunded at **4% (four percent)** for the 2020-2021 tax year. (36 MRSA § 506-A)

Article 4 To see if the Town will vote to transfer all unexpended balances and overdrafts to the Undesignated Fund Balance except those listed below which may be carried forward at the Selectboard's discretion. The Selectboard is authorized to expend funds out of these carry forward accounts for the purpose for which they were established or to allow them to lapse.

List of Accounts that may be carried forward

Compensatory/Vacation Time
Employee Health Trust Account
Contingent Account
Insurance Account
Litigation Account
Conservation Commission Account
Comprehensive Planning Account
Planning Board Account
Municipal Building Operations
Cable TV Account
Office Operations
Supplements and Abatements
Emergency 911

Woolwich EMS Donations Account
Dry Hydrants Account
Subdivision Accounts
Roads and Bridges Account
Computer System Account
Tar Account
Snow Removal Account
Town Roads Block Grant
Animal Control Account
Woolwich Emergency (WEMA) Account
Fire Department Operations
Fire Hydrant Account
Street Lights

accounts continued next page

| | |
|-------------------------------------|-------------------------------|
| Fire Department Gift Account | Septic System |
| Woolwich EMS Account | Solid Waste Account |
| Landfill Closure Account | General Assistance Account |
| Fish Way Account | EMS Rescue Billing Account |
| Right of Way Account | Nequasset Church Account |
| Cemeteries Account | Shellfish Account |
| Recreation Committee Account | Town Clock Account |
| Animal Shelter Account | Monument Committee Account |
| Municipal Buildings Reserve Account | Catastrophic Repair Account |
| Generator Maintenance Account | Septic Reserve Account |
| Vital Records Book Repair Account | Air Pack Replacement Account |
| ICMA-RC Town Match Account | Street Sign Account |
| Tax Mapping Account | Heating Assistance Account |
| Nequasset Park Committee Account | Public Communications Account |

Article 5 a) To see what sum the Town will vote to appropriate from the Undesignated Fund Balance Account to reduce the tax commitment.

Note: The Board of Selectmen recommends up to **\$1,200,000.00**

2019 recommendation \$1,200,000.00

b) To see if the Town will vote to authorize the tax collector or treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A §506.

c) To see if the Town will vote to appropriate up to **\$20,000.00** from the Undesignated Fund Balance Account to pay for abatements and applicable interest granted during this fiscal year.

2019 appropriation up to \$20,000.00

d) To grant the Select Board the permission to remove up to \$50,000 from the undesignated fund balance in the event of a state or federal declared emergency and/or disaster.

Article 6 To see if the Town will vote to authorize the Board of Selectmen to apply for available grants, to receive said grants, and to expend the grant funds for the purposes stated in the grant and to see if the Town will vote to appropriate up to **\$20,000.00** from the Undesignated Fund Balance Account as the Town's share of any approved grants.

Article 7 a) To see if the Town will vote to authorize the Selectmen to sell or dispose of various items that serve little or no purpose in the operation of the town.

b) To see if the Town will vote to authorize the Selectmen to accept donations, fines and fees and to authorize them to use the donations, fines and fees as they see fit or as a donor directs with regards to donations.

Article 8 To select a fish commissioner for a five year term.

John D. Chapman (2020-2025)

Article 9 a) To see what action the Town will take in regard to the alewives privileges at Nequasset and Back River Creek for the coming year.

b) To see if the town will authorize the Fish Commissioners, on behalf of the town, to use funds from the yearly sale of alewife privileges collected in the Fish Way Account for maintenance purposes of the Fish Way buildings and property. The Fish Commissioners are responsible for maintenance decisions. As the Fish Way property is shared with the Bath Water District, the Fish Commissioners will coordinate with them on matters related to the Alewife privileges. When expenditure is expected to be greater than \$1,000, the planned Fish Way maintenance project will be presented to the Selectboard for their agreement. Use of Fish Way funds for purposes other than Fish Way purposes shall be subject to a vote of the town.

c) To see if the Town will authorize the Selectmen to remove \$15,000 from the fish way fund account and to transfer additional fish way funds after the 2020 alewife harvest is complete. The additional amount transferred is to be mutually agreed to by the Selectmen and the Fish Commission. This money is to be for repairs to the Meeting House on Nequasset Road.

Article 10 To see if the Town will vote to authorize the Selectmen, on behalf of the Town, to sell and dispose of any real estate acquired by the Town for non-payment of taxes, on such terms as they deem advisable, and to authorize them or the Treasurer to execute Quit Claim Deeds and Transfer Tax Documents on same and to also authorize the Selectmen to use the funds from the sale of said real estate for any municipal purpose as they deem appropriate.

Note: *The Municipal Officers shall use the special sale process required by 36 M.R.S. § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owner(s).*

Article 11 To see if the Town will vote to increase the property tax levy limit of **\$519,856.20** established for the Town of Woolwich by State law in the event that the municipal budget approved under the following articles will result in a tax commitment that is greater than that property tax levy limit.

Note: *This article is needed because the LDI Tax Reform Legislation does not take into account the Town's use of Surplus to reduce taxes when processing the commitment of taxes and the appropriations approved during this Town Meeting will exceed the tax levy cap.*

Personnel & Town Officers

Article 12 To see if the Town will vote to raise and appropriate the sum of **\$36,900.00** for the compensation of the Town Clerk, Deputy Treasurer/Deputy Tax Collector and to authorize the Selectmen to spend any amount up to \$36,900.00

2019 appropriation \$35,165.00

Article 13 To see if the Town will vote to raise and appropriate the sum of **\$52,800.00** for the compensation of the Town Administrator/Town Treasurer and to authorize the Selectmen to spend any amount up to \$52,800.00

2019 appropriation \$48,164.00

Article 14 To see if the Town will vote to raise and appropriate the sum of **\$36,900.00** for the compensation of the Tax Collector, Deputy Town Clerk and to authorize the Selectmen to spend any amount up to \$36,900.00

2019 appropriation \$35,165.00

Article 15 To see if the Town will vote to raise and appropriate the sum of **\$42,800** for the Employee Health Insurance Account.

2019 appropriation \$44,600

Article 16 a) To see what sum of money the Town will vote to pay the Town Officers for the ensuing year:

| | <u>2019</u> | <u>2020</u> |
|---------------------|-------------|-------------|
| Selectperson | \$3,000.00 | \$3,000.00 |
| Selectperson | 3,000.00 | 3,000.00 |
| Board Chairman | 1,500.00 | 1,500.00 |
| Board Vice Chairman | 500.00 | 500.00 |

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|---------------------------|--------------------|--------------------|
| Ballot Clerks | 2,500.00 | 2,500.00 |
| Registrar of Voters | 250.00 | 250.00 |
| Moderator | 200.00 | 200.00 |
| Workers Compensation | 2,500.00 | 2,500.00 |
| Unemployment Compensation | 1,000.00 | 1,000.00 |
| Social Security | 14,000.00 | 15,000.00 |
| Medicare | 2,575.00 | 5,200.00 |
| Comp/Vacation Time Reimb | 1,000.00 | 1,000.00 |
| ICMA-Retirement Account | 2,500.00 | 2,500.00 |
| | <u>\$43,525.00</u> | <u>\$47,150.00</u> |

b) To see what sum, if any, the Town will vote to raise and appropriate for the Town Officers' Account for the ensuing year.

Recommend \$47,150.00

2019 appropriation \$43,525.00

c) To see if the Town will vote to raise and appropriate the sum of **\$6,000.00** for the salary (including mileage) to the Animal Control Officer (ACO) and to authorize the Selectmen to spend any amount up to \$6,000.00.

2019 appropriation \$6,000.00

d) To see if the Town will vote to raise and appropriate the sum of **\$27,809.00** for the salary of the Codes Enforcement Officer, Building Inspector and Licensed Plumbing Inspector and to authorize the Selectmen to spend any amount up to \$27,809.00

2019 appropriation \$27,263.00

e) To see if the town will vote to raise and appropriate the sum of **\$6,000.00** for temporary help and training replacement personnel and to authorize the Select people to spend any amount up to \$6,000.00.

2019 appropriation \$6,000.00

General Government

Article 17 To see if the Town will vote to raise and appropriate such sums of money as may be necessary for the following Town Accounts:

| | Appropriated 2019 | Recommend 2020 |
|---------------------------|----------------------|-------------------|
| General Assistance | \$2,000.00 | \$2,000.00 |
| Nequasset Church | 500.00 | 500.00 |
| Cemeteries | 800.00 | 800.00 |
| ACO Contingent | 500.00 | 500.00 |
| Codes Officer Contingent | 1,500.00 | 1,500.00 |
| Health Officer Contingent | 500.00 | 500.00 |
| Health Officer Salary | 1,200.00 | 1,200.00 |
| Fish Way, Up Keep/Repair | -0- | -0- |
| Animal Control & Care* | 3,994.00 | 4,455.00 |
| Planning Board | 500.00 | 1,200.00 |
| Conservation Commission | -0- | -0- |
| Agriculture Committee | -0- | -0- |
| Comprehensive Planning | -0- | -0- |
| Board of Appeals | 100.00 | 100.00 |
| Special Events Committee | -0- | -0- |
| Communication Committee | -0- | -0- |

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|--------------------------|--------------------|--------------------|
| Solid Waste Committee | 1,000.00 | 1,000.00 |
| Monument Committee | 5,000.00 | 2,500.00 |
| Nequasset Park Committee | 500.00 | 1500.00 |
| Contingency | 10,000.00 | 10,000.00 |
| Repair of Vitals Books | -0- | -0- |
| Old Town House | 500.00 | -0- |
| | <u>\$28,594.00</u> | <u>\$27,755.00</u> |

* Animal Control & Care for care of the Town's stray, homeless pets at Coastal Humane Society Kennel or a similar facility and for vet and medical cost associated with the care of these animals.

Article 18 To see if the town will vote to raise and appropriate the sum of **\$56,832.00** to support the operating costs of the Patten Free Library and to authorize the Selectmen to spend any amount up to \$56,832.00

2019 Appropriation \$55,695.00

Article 19 To see if the town will vote to raise and appropriate the sum of **\$47,890.00** for the Office Operations account. The approximate breakdown of the account is as follows:

| | <u>2019</u> | <u>2020</u> |
|---|--------------------|--------------------|
| Town Reports | \$2,600.00 | \$2,650.00 |
| Telephone and fax machine monthly usage | 1,700.00 | 2,000.00 |
| Postage (twice/year tax bills, etc.) | 6,500.00 | 6,000.00 |
| Office and computer supplies | 2,000.00 | 2,500.00 |
| Advertising | 2,500.00 | 2,500.00 |
| Printing (stationery, forms, etc.) | 700.00 | 700.00 |
| Computer support contract & software | 14,200.00 | 18,540.00 |
| Automated equipment maintenance | 6,000.00 | 6,000.00 |
| Training - seminars and manuals | 1,500.00 | 1,500.00 |
| Association dues | 250.00 | 500.00 |
| Election supplies and materials | 2,000.00 | 2,500.00 |
| Office operations contingency | 750.00 | 750.00 |
| Mileage Reimbursement | 500.00 | 750.00 |
| Mailing machine | 1,000.00 | 1,000.00 |
| | <u>\$42,200.00</u> | <u>\$47,890.00</u> |

2019 appropriation \$42,200.00

Article 20 To see if the town will vote to raise and appropriate the sum of **\$33,530.00** for the Municipal Building Operation of Plant account. The approximate breakdown of the account is as follows:

| | <u>2019</u> | <u>2020</u> |
|---|-------------|-------------|
| Electricity/ CMP | \$5,000.00 | \$5,000.00 |
| Water/ BWD | 1,200.00 | 1,200.00 |
| Heating fuel/ oil | 6,000.00 | 6,000.00 |
| Photocopier Lease | 4,000.00 | 4,000.00 |
| Mowing and grounds maintenance | 2,550.00 | 2,880.00 |
| Furnace maintenance/repair | 1000.00 | 1,200.00 |
| Building sprinkler system contract | 600.00 | 800.00 |
| Security system contract/maintenance | 1,000.00 | 2,000.00 |
| **Cleaning Services | 5,100.00 | 5,100.00 |
| Misc supplies and general building maintenance (hardware, etc.) | 3,750.00 | 3,750.00 |
| Elevator Maintenance | 1,600.00 | 1,600.00 |

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|------------------|-------------|--------------------|
| Elevator Reserve | 1,000.00 | -0- |
| | \$32,800.00 | \$33,530.00 |

2019 appropriation \$32,800.00

****Note: Cleaning Bid also includes the annual stripping/waxing of tile floors and the shampooing of the carpets.**

Article 21 To see if the Town will vote to raise and appropriate the sum of **\$6,000.00** for the Town's insurance.

Note: Art. 21 includes all municipal buildings, contents, & tax acquired properties. Vehicle Insurance is now listed under the appropriate departments. (Fire and EMS)

2019 appropriation \$13,000.00

Article 22 To see if the Town will authorize the Board of Selectmen to sign a one year contract with an Assessing Agent for the purpose of assessing and maintaining the equity of the property assessments. Further, to see if the town will vote to raise and appropriate the sum of **\$27,900.00** as payment to the Assessing Agent.

2019 appropriation \$27,300.00

Article 23 To see if the Town will vote to raise and appropriate the sum of **\$0.00** to update the property tax maps.

2019 appropriation \$2,000.00

Article 24 To see if the Town will vote to raise and appropriate the sum of **\$2,500.00** for the "Computer Replacement Account".

2019 appropriation \$2,500.00

Article 25 To see if the Town will vote to raise and appropriate the sum of **\$4,277.00** for the payment of membership dues for the Maine Municipal Association.

2019 appropriation \$4,176.00

Article 26 To see if the Town will vote to raise and appropriate the sum of **\$9,300.00** to pay the Auditor.

2019 appropriation \$9,200.00

Article 27 To see if the Town will vote to raise and appropriate the sum of **\$7,000.00** for the Town's Litigation Account.

2019 appropriation \$11,000.00

Article 28 a) To see if the Town will vote to raise and appropriate the sum of **\$30,000.00** for the Municipal Building note principal.

b) To see if the Town will vote to raise and appropriate the sum of **\$9,000.00** for the Municipal Building note interest.

2019 appropriations \$30,000.00
\$ 9,000.00

Article 29 To raise and appropriate **\$7,000.00** and put into a reserve account for the purchase of solar panels at the end of seven years from ReVision Energy/GreenVolt LLC with a purchase price of \$48,327.00

2019 appropriations \$7,000.00

Article 30
Health/Welfare and Sanitation

Article 31 To see if the Town will vote to raise and appropriate the sum of **\$7,800** for the continued sampling of ground water from the installed surface water test sites at the landfill.

2019 appropriation \$6,190.00

Article 32 a) To see if the Town will vote to raise and appropriate the sum of **\$202,193.42** for complete weekly curbside refuse collection and disposal, bi-weekly curbside recycling collection and disposal and to authorize the Selectpeople to enter into an agreement with Riverside Disposal and EcoMaine for their services.

2019 appropriation \$200,490.00

***Breakout of total cost is as follows:**

| | |
|--|----------------------------|
| Weekly Curbside Collection, Trash = | \$ 95,562.41 |
| Bi-Weekly Curbside Collection, Recycling = | \$ 32,488.51 |
| Disposal (Tipping) Fee based on est.1000tons = | \$ 65,380.00 |
| Tipping fee for Recyclables (est.)227 tons | \$ 8,762.50 |
| | <u>\$202,193.42</u> |

b) To see if the Town will appropriate a sum not to exceed **\$25,000.00** from the Undesignated Fund Balance Account for the Selectboard to use if necessary, for unanticipated solid waste disposal/recycling costs.

Article 33 To see if the Town will vote to raise and appropriate the sum of **\$1,500.00** for the maintenance and upkeep of the Nequasset Park outhouse.

2019 appropriation \$0.00

Highways and Bridges

Article 34 To see if the Town will vote to raise and appropriate such sums of money as may be necessary for the following accounts:

| | <u>2019</u> | <u>2020</u> |
|-------------------|---------------------|----------------------------|
| Roads and Bridges | \$ 67,000.00 | \$ 67,000.00 |
| Street Signs | -0- | -0- |
| Hot Topping | 110,000.00 | 120,000.00 |
| Snow Plowing | 425,804.00 | 527,087.00 |
| Street Lights | 4,500.00 | 4,500.00 |
| Culvert Repair | -0- | -0- |
| | <u>\$607,304.00</u> | <u>\$718,587.00</u> |

Article 35 a) To see if the Town will authorize the Selectmen to remove up to **\$62,000.00**, if available, from the Local Road Assistance Program (LRAP) account for hot topping town roads.

b) To see if the Town will authorize the Selectmen to spend any additional LRAP funds for whatever “highway purpose” the Selectmen and the Road Commissioner deem appropriate.

Protection

Article 36 a) To see if the Town will raise and/or appropriate such sums of money as may be necessary for the following accounts (Appropriate **\$600.00**** from WEMA account and raise & appropriate **\$45,175.00** through taxation):

b) To allow the Board of Selectmen to rename the Generator Replacement Account to the Generator Maintenance Account.

| | <u>2019</u> | | <u>2020</u> |
|-----------------|-------------|------|-------------|
| Hydrants (Bath) | \$19,284.00 | 12 @ | \$19,284.00 |
| (Wiscasset) | \$25,406.00 | 13 @ | \$25,406.00 |

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|----------------------------|--------------------|--------------------|
| WEMA Director** | 600.00 | 600.00 |
| Generator Service | 485.00 | 485.00 |
| Generator Maintenance Acct | 1,000.00 | 1,000.00 |
| | <u>\$46,775.00</u> | <u>\$46,775.00</u> |

* Note: WEMA stands for Woolwich Emergency Management Agency

** Stipend to be appropriated from WEMA Account – no new tax dollars

Article 37 a) To see if the Town will vote to raise and appropriate the sum of **\$144,229.00** for the **Fire Department** account.

The breakdown of the account is as follows:

| | <u>2019</u> | <u>2020</u> |
|--------------------------|---------------------|---------------------|
| Office Supplies/Expenses | \$ 800.00 | \$ 800.00 |
| Truck Fuel | 3,800.00 | 4,000.00 |
| Equipment Repairs | 10,000.00 | 10,000.00 |
| Truck Repairs | 11,000.00 | 11,000.00 |
| Contingent Account | 5,000.00 | 5,000.00 |
| Telephone | 500.00 | 500.00 |
| Training Expenses | 3,000.00 | 3,000.00 |
| New Equipment | 10,000.00 | 10,000.00 |
| Station Supplies | 1,750.00 | 1,750.00 |
| Fire Prevention | 1,000.00 | 1,000.00 |
| Wages | 43,000.00 | 43,000.00 |
| NFPA/OSHA Clothing | 9,500.00 | 9,000.00 |
| Fire Hose Purchase | 2,000.00 | 3,300.00 |
| Inoculations/Physicals | 2,250.00 | 2,250.00 |
| Fire Chief Stipend | 11,000.00 | 11,500.00 |
| Deputy Stipend | 3,000.00 | 3,500.00 |
| 1st Captain Stipend | 1,250.00 | 1,250.00 |
| 2nd Captain Stipend | 1,250.00 | 1,250.00 |
| 1st Lieutenant Stipend | 500.00 | 500.00 |
| 2nd Lieutenant Stipend | 500.00 | 500.00 |
| Social Security | 3,751.00 | 3,751.00 |
| Medicare | 878.00 | 878.00 |
| Worker's Comp | 9,000.00 | 9,000.00 |
| Insurance/Liability | 3,400.00 | 7,500.00 |
| | <u>\$138,129.00</u> | <u>\$144,229.00</u> |

b) To see if the town will vote:

1) To raise and appropriate the sum of **\$9,804.00** for interest payments for the fourth year for the fire truck

2) To raise and appropriate the sum of **\$34,800.00** for principal payments for the fourth year for the fire truck

Article 38 To see if the Town will vote to raise and appropriate the sum of **\$19,550** and to use **\$7,500** from the SCBA account for the purchase of two(2)air packs and 10 air bottles for a total of **\$27,050.00**.

2019 appropriation \$18,490.00

Article 39 To see if the Town will vote to replenish and cap the Catastrophic Repair Account at \$10,000.

Current balance is \$13.88

Article 40 To see if the Town will vote to raise and appropriate the sum of **\$206,292.00** for the Town of Woolwich to have a primary Emergency Medical Service.

The breakdown of the account is as follows:

| | <u>2019</u> | <u>2020</u> |
|------------------------|---------------------|---------------------|
| AEDs | 2,000.00 | 3,500.00 |
| Annual Fees | 9,500.00 | 9,500.00 |
| Billing Fees | 5,040.00 | 5,100.00 |
| Clothing | 2,000.00 | 1,500.00 |
| Communications | 4,000.00 | 3,000.00 |
| Contingency | 1,000.00 | 1,000.00 |
| Fuel | 2,100.00 | 2,500.00 |
| Medical Equipment | 4,500.00 | 4,500.00 |
| Medical Exams | 750.00 | 500.00 |
| Medical Supplies | 7,000.00 | 7,000.00 |
| Office Supplies | 1,000.00 | 750.00 |
| Payroll | 92,000.00 | 117,000.00 |
| Training | 5,000.00 | 5,000.00 |
| Vehicle Maintenance | 5,000.00 | 5,000.00 |
| Worker's Comp | 12,000.00 | 9,235.00 |
| Social Security | 6,572.00 | 8,029.00 |
| Medicare | 1,537.00 | 1,878.00 |
| Liability | 1,034.00 | 1,800.00 |
| Insurance | 1,000.00 | 7,500.00 |
| EMS Director Stipend | 9,000.00 | 8,500.00 |
| EMS Assistant Stipend | 3,500.00 | 2,500.00 |
| EMS 2nd Assist Stipend | 1,500.00 | 1,000.00 |
| | \$177,033.00 | \$206,292.00 |

40 a To see if the Town will authorize the Selectmen to use any amount of income generated by Rescue Services to reduce the budget as they deem appropriate.

Miscellaneous Donations

Article 41 To see if the Town will vote to appropriate **\$400.00** from the Snowmobile Registrations Reimbursement for the Nequasset Trailbreakers Snowmobile Club.

2019 appropriation \$400.00

Article 42 To see what sum of money the Town will vote to donate to the following local agencies:

| | <u>2019</u> <u>Appropriated</u> | <u>2020</u> <u>Donate</u> |
|---|------------------------------------|------------------------------|
| Bath Area Family YMCA | 500.00 | 500.00 |
| Bath Area Food Bank | 1,000.00 | 1,000.00 |
| Bath Area Senior Citizens Center | 850.00 | 850.00 |
| Big Brothers/Big Sisters Bath/Brunswick | 600.00 | 600.00 |
| Health Equity Alliance NEW | -0- | 500.00 |
| LifeFlight NEW | -0- | 768.00 |
| Jesse Albert Dental Clinic | 2,500.00 | 2,500.00 |
| Maine Maritime Boat Program | 5,000.00 | 5,000.00 |
| Midcoast Maine Community Action (CED) | 1,400.00 | 1,400.00 |

continued next page

| | | |
|-----------------------------|--------------------|--------------------|
| New Hope for Women | 500.00 | 500.00 |
| Spectrum Generations | 1,740.00 | 1,740.00 |
| Sweetser | 3,084.00 | 3,084.00 |
| Tedford Housing | 700.00 | 700.00 |
| Woolwich Historical Society | 1,000.00 | 1,500.00 |
| | <u>\$18,874.00</u> | <u>\$20,642.00</u> |

Article 43: To see if the Town will vote to raise and appropriate the sum of **\$20,642.00** for donations to local agencies/organizations.

2019 appropriation \$18,874.00

Ordinances

Articles 44 through 49 will be discussed and voted on separately. Copies of the ordinances will be provided to you for inspection.

Article 44: Shall an ordinance entitled Marijuana Manufacturing Establishment Ordinance be enacted for the Town of Woolwich?

Article 45: Shall an ordinance entitled Marijuana Testing Establishment Ordinance be enacted for the Town of Woolwich?

Article 46: Shall an ordinance entitled Adult Use Marijuana Cultivation Facility Ordinance be enacted for the Town of Woolwich?

Article 47: Shall an ordinance entitled Adult Use Retail Marijuana Establishment Ordinance be enacted for the Town of Woolwich?

Article 48: Shall the ordinance entitled Woolwich Town Planning ordinance be amended to replace the current Town Planning ordinance enacted in 1968 and amended through 2004?

Note: Numerous clerical and administrative changes have been made, some to coincide with state statutes, as well as potential changes to include consideration of possible marijuana ordinances to be voted on. Failure of the marijuana ordinances being accepted does not preclude the viability of this proposed ordinance.

***Copies of said ordinance are available for review**

Article 49 Shall the ordinance entitled Site Plan Review enacted April 20, 2005 be amended to include several minor changes along with additions in consideration of possible marijuana ordinances to be voted upon?

Note: Failure of the marijuana ordinances being accepted does not preclude the viability of this proposed ordinance.

***Copies of said ordinance are available for review.**

Article 50 Shall the ordinance entitled Woolwich Shellfish Ordinance be amended to replace the current Shellfish Ordinance enacted May 11, 2000, amended at special town meetings on May 9, 2002, May 6, 2004, May 9, 2012 and also amended at Town Meeting, April 29, 2017 be repealed and shall an amended "Shellfish Conservation Ordinance for the Town of Woolwich be enacted?

Amendment is as follows:

III. **Cancellation:** This Ordinance cancels and supersedes the Ordinance entitled Shellfish Conservation Ordinance for the Town of Woolwich, Maine which was amended and readopted on April 29, 2017.

~~(4) — The Town Clerk shall issue licenses to residents and nonresidents as allocated from July 1 and until September 1, after which licenses shall be issued to residents and nonresidents on a first-come, first-served basis provided that only Woolwich commercial license holders who have purchased their licenses prior to September 1 of the previous year and who have completed twenty hours of conservation work under the supervision of the town shellfish Warden may purchase a commercial shellfish license during the first two business days of the licensing year. Any licenses, as allocated, remaining after this sale shall be available through a lottery(s) of the applicable open applications on the third business day of the licensing year.~~

Amendment:

(4) Grandfathered licenses: Any municipal commercial licensed harvester who held a license in the immediately preceding license year and who has paid the license fee and/or completed equivalent conservation work shall be considered grandfathered (eligible for renewal). Upon meeting these criteria renewal licenses may be obtained between June 23 and July 28. Any licenses remaining after July 28 will be dispersed by lottery to applications received as of that date. Any license remaining as of October 1 shall be available to resident and non-residents alike, on a first come first serve basis.

Effective __/__/__ both resident and non-resident commercial shellfish licenses being renewed may be obtained without performing conservation work. However the performance of conservation work will reduce a resident or non-resident commercial shellfish license fee by \$20.00 for each documented hour worked up to 12 hours. The Town Clerk shall deposit all fees received with the Town Treasurer. Fees received for shellfish licenses shall be used by the town for shellfish management, conservation, and enforcement.

Article 51 Shall an ordinance entitled EMS Billing Ordinance be enacted, allowing the EMS Department to bill for services rendered?

The ordinance is as follows:

EMS Billing Ordinance

1. Purpose

The purpose of this policy is to define the billing practices of Woolwich EMS.

2. Definitions

911 Call - A call made to a 911 Public Safety Answering Point requesting the response of an ambulance for a medical emergency.

ALS- Advanced Life Support

BLS- Basic Life Support

Transport - The transport of an individual to a hospital after a 911 call.

No Transport - The outcome of a 911 call when no patient is transported to a hospital.

On Scene Care - The response to a 911 call where a patient is evaluated, treated, and the patient is not transported to the hospital.

On Scene Care with Medication - The response to a 911 call where a patient is evaluated, treated, medication administered, and the patient is not transported to the hospital.

Call for Service without Transport – The response to a 911 call where a patient is not transported to the hospital, and no medical care or treatment is provided. An example is a “lift assist.”

3. Agreements –

The Town of Woolwich may contract with a 3rd Party for the administration of this policy.

4. Transport Rates

The following rates will be charged for transports. Mileage will be charged at the stated rate in addition to the transport charge:

| | |
|-------------------|-------|
| Mileage per Mile | \$14 |
| ALS Non Emergency | \$600 |
| ALS Emergency | \$700 |
| ALS 2 | \$950 |
| BLS Non-Emergency | \$400 |
| BLS Emergency | \$550 |

*Rates effective June 17, 2019

5. Non-Transport Rates

The following rates will be charged for responses that do not result in transport:

| | |
|------------------------------------|---|
| Call for Service with no Transport | \$0 for the first three in any 6 month period, \$75 thereafter after. |
| On Scene Care with Medication | \$150 |

*Rates effective Jan 1, 2020

6. Collections

The Town may authorize the 3rd Party billing company to pursue collection of all past-due accounts.

7. Appeals

The Select Board may hear appeals of ambulance bills and make agreements with citizens for the payment of bills.

The Registrar of Voters will be available at the meeting to register new voters and to correct the voting list.

A person who is not a registered voter may not vote in any election.

Hereof fail not and make due returns of this Warrant with your doings thereof to the Town Clerk and place of holding such meeting.

Given unto our hands this ____ day of 2020.

DAVID A. KING, SR.
 JASON A. SHAW
 DALE E. CHADBOURNE
 ALLISON L. HEPLER
 ALLEN J. GREENE

Attest:

 Anthony P. Blasi
 Town Clerk of Woolwich, Maine

Health Officer:

Paul H. Dumdey, M. D. 346 River Rd, Woolwich, Me 04579 207-443-3479

Emergency Management Agency:

Brian Carlton, Director 13 Nequasset Rd, Woolwich, Me 04579 207-443-3589
207-837-8457

Ems Director:

Brian Carlton 13 Nequasset Rd, Woolwich, Me 04579 207-442-7094
207-837-8457
Greg Siegel 207-751-4872

Fish Commissioners:

William D. Potter, Chair 207-443-9633 2016-2021
John D. Chapman 207-443-6396 2015-2020
Bruce R. McElman 207-443-4877 2017-2022
Raymond E. Robson, Jr. 207-442-8746 2018-2023
Robert E. Stevens 207-443-4535 2019-2024

Rsu #1 School Board of Directors:

Jennifer Ritch-Smith 207-443-2549
265 Phipps Point Rd, Woolwich, Me 04579 207-837-1979 11-2020 Jrichsmith@rsu1.org
Stephen August
29 Cherry St, Bath, Me 04530 207-443-5274 11-2021 Saugust@rsu1.org
Megan Fuller
89 Varney Mill Rd, Bath, Me 04530 207-443-3190 11-2020 Maggalini@yahoo.com
Anita Brown 11-2022 Abrown@rsu1.org
William Perkins
135 Cox's Head Rd, Phippsburg, Me 04562 207-389-1631 11-2020 Wperkins@rsu1.org
Louis Ensel 207-442-8486
1008 Middle St, Bath, Me 04530 207-837-8589 11-2021 Lensel@rsu1.org
Lorna Ryan
282 River Road, Woolwich, Me 04579 207-442-9477 11-2022 Lryan@rsu1.org

State Legislature Information:

Senator, Eloise Vitelli
Senate District 23

State Address:
Senate Chamber
3 State House Station
Augusta, Me 04333-0003
Home Address:
73 Newtown Rd,
Arrowsic, Me 04530

207-287-1515
TTY Line, 207-287-1583
1-800-423-6900 (Sessions Only)
Eloise.Vitelli@legislature.maine.gov
Home Phone: 207-443-4660

Representative, Allison Hepler
House District 53

State Address:
House of Representatives
2 State House Station
Augusta, Me 04333-0002
Home Address:
417 Montsweag Road
Woolwich, Me 04579

207-287-1400
1-800-423-2900 (Sessions Only)
TTY, please use Maine Relay 711
Allison.Hepler@legislature.maine.gov
Home Phone: 207-442-0754

Updated 6/17/2019

Citizen Committee List — July 1, 2019 - June 30, 2020

| <u>Name</u> | <u>Address</u> | <u>Phone</u> | <u>Term Expires</u> |
|---|---------------------|--------------|---------------------|
| Agricultural/Forest Resources Committee: (Meets As Needed) | | | |
| Joan Jordan | 858 Old Stage Rd | 207-443-9080 | 6/30/2020 |
| Evan Holbrook | 2 Holbrook Ln | 207-607-2357 | 6/30/2022 |
| Paul Goscinski | 53 Ames Dr | 207-389-4775 | 6/30/2022 |
| Arlene Whitney | 141 Old Stage Rd | 207-443-9489 | 6/30/2021 |
| Vacancy | | | 6/30/2016 |
| Vacancy | | | 6/30/2017 |
| Vacancy | | | 6/30/2018 |
| Board Of Appeals: (Meets As Needed) | | | |
| Gregory Doak | 46 Old Stage Rd | 207-442-7281 | 6/30/2020 |
| Linda Potts-Crawford | 67 Gotham Woods Ln | 207-841-9411 | 6/30/2021 |
| Jack Shaw | 911 Old Stage Rd | 207-443-5853 | 6/30/2019 |
| Paula Mckenney pcmckenney26@gmail.com | 26 Touassic Ln | 207-841-0311 | 6/30/2021 |
| Dean Hatch dhatch22@gmail.com | 45 Montsweag Rd | 909-731-6209 | 6/30/2021 |
| Cemetery Committee: | | | |
| David Bailey | 384 Mountain Rd | 207-882-5461 | |
| Peter North | 12 Acadia Shores | 207-319-7580 | |
| Arlene Whitney | 141 Old Stage Rd | 207-443-9489 | |
| Carol Grose | 45 Weston Rd | 207-443-2843 | |
| Two Vacancies-Regular Members | | | |
| Two Vacancies-Alternate Members | | | |
| Comprehensive Plan Review Committee: | | | |
| Clark Granger, Chairperson | 191 Phipps Point Rd | 207-442-8759 | |
| Paul Dumdey | 346 River Rd | 207-443-3479 | |
| Rosemarie Granger | 191 Phipps Point Rd | 207-442-8759 | |
| Allison Hepler | 417 Montsweag Rd | 207-442-0754 | |
| Joan Jordan | 858 Old Stage Rd | 207-443-9080 | |
| Katherine Wheeler | 100 Montsweag Rd | 207-443-5712 | |
| Patrice Hennin | 253 Barley Neck Rd | 207-443-1501 | |
| Conservation Commission: (Meets As Needed) | | | |
| Joan Jordan | 858 Old Stage Rd | 207-443-9080 | 6/30/2020 |
| Evan Holbrook | 2 Holbrook Ln | 207-607-2357 | 6/30/2022 |
| Paul Goscinski | 53 Ames Dr | 207-389-4775 | 6/30/2021 |
| Vacancy | | | 6/30/2018 |
| Vacancy | | | 6/30/2019 |
| Vacancy | | | 6/30/2017 |

Fair Hearing Authority: (Meets As Needed)

| | | |
|--------------------------|--------------|--------------|
| Paul Dumdey | 346 River Rd | 207-443-3479 |
| Selectman Representative | | |

Monument Committee: (Meets As Needed)

| | | |
|----------------|---------------------|--------------|
| Robert Meade | P O Box 201 | 207-443-2580 |
| Jason Warnke | 148 Hedge Bridge Rd | 207-443-2814 |
| Arlene Whitney | 141 Old Stage Rd | 207-443-9489 |
| Vacancy | | |
| Vacancy | | |

Nequasset Church Committee: (Meets As Needed)

| | | |
|---------------------|-------------------------|--------------|
| Sylvia Carlton | P O Box 482 | 207-443-6994 |
| Deborah Locke | 201 River Rd | 207-443-5684 |
| Pat Shaw | N/A | N/A |
| Christine Hallowell | 108 Pushard Rd, Dresden | 207-737-2759 |
| Barbara Richards | 369 Barley Neck Rd | 207-443-2869 |

Nequasset Park Improvement Committee: Ad Hoc, (Meets As Needed)

| | | |
|----------------------|----------------------|--------------|
| Joan Jordan | 858 Old Stage Rd | 207-443-9080 |
| Natasha Burns | 14 Adams Way | 207-751-6497 |
| Sue Ellen Whittaker | 1156 Middle Rd | 207-443-1264 |
| Linda Potts-Crawford | 66 Gotham Woods | 207-841-9411 |
| Elizabeth Farmer | 300 George Wright Rd | 207-442-0834 |

Planning Board: (Meets First Monday Of Month @ 6:30 P.M.)

| | | | |
|------------------------------|---------------------|--------------|-----------|
| Greg Buczkowski, Chairperson | 44 Pleasant Cove Dr | 207-522-9081 | 6/30/2020 |
| Deborah Locke | 201 River Rd | 207-443-5684 | 6/30/2020 |
| Michael Field | 112 Delano Rd | 207-751-3037 | 6/30/2021 |
| Gaius Hennin | 242 Barley Neck Rd | 207-751-6432 | 6/30/2019 |
| Thomas Stoner | 19 Jakes Run | 610-368-7077 | 6/30/2021 |
| Paul Dumdey, Alt | 346 River Rd | 207-442-3479 | 6/30/2020 |
| Leigh Callahan, Alt | 176 Dana Mill Rd | 207-319-6722 | 6/30/2022 |

Public Communications Committee: (Meets Second Wednesday Of Month)

| | | | |
|---------------------------|--------------------|--------------|-----------|
| Alison Hepler, Ex-Officio | | | |
| Thomas Davis, Chairperson | 86 Wolf Pond Rd | 207-442-9640 | 6/30/2021 |
| Caelie Smith | 258 Middle Rd | 207-443-5221 | 6/30/2021 |
| Roger Baffer | 721 Middle Rd | 207-442-7052 | 6/30/2021 |
| James Barry Todd | 25 Nequasset Pines | 207-240-7188 | 6/30/2019 |
| One Vacancy | | | 6/30/2019 |
| Two Vacancies-alternates | | | |

Recreation Committee: *woolwichrec@gmail.com*

| | | |
|----------------|----------------------------|--------------|
| Leslie Gallant | 35 Gallant Way | 207-751-3420 |
| Dena Bachman | 398 Bald Head Rd, Arrowsic | 617-850-2033 |
| Steven Mckay | 8 Wagon Wheel Ln | 207-650-5307 |
| Jason Libby | 2 Trott Rd | 207-443-2941 |
| Greg Smith | 352 Murphys Corner Rd | 207-939-1790 |
| Brandon Cahill | 434 Murphys Corner Rd | 207-319-9122 |
| Kelsie Daigle | 538 High St #2, Bath | 207-615-5352 |

Representative-Bath Water District

| | | | |
|----------------|--|--------------|------------|
| Michael Sinton | | 207-442-7753 | 10/31/2020 |
|----------------|--|--------------|------------|

Road Committee: (Meets As Needed)

| | | | |
|----------------------------|-----------------|--------------|-----------|
| Jack Shaw, Ex-Officio | | 207-443-3932 | |
| Robert Meade | P O Box 201 | 207-443-2580 | 6/30/2020 |
| Linda Potts-crawford | 66 Gotham Woods | 207-841-9411 | 6/30/2019 |
| Evan Holbrook | 2 Holbrook Ln | 207-607-2357 | 6/30/2021 |
| James Chadwick Oliver, Jr. | 1412 Middle Rd | 207-389-6963 | 6/30/2020 |
| John G. Hauck | 62 Mountain Rd | 207-443-6505 | 6/30/2020 |

Shellfish Conservation Committee: (Meets 1st Tuesday Of Each Month @ 6:00 P.M.)

| | | | |
|--------------------------------|----------------------|--------------|-----------|
| Daniel Harrington, Chairperson | 274 Dana Mill Rd | 207-443-2104 | 6/30/2020 |
| Harringtondan10@yahoo.com | | | |
| Timothy Larochele | 357 Chopps Cross Rd | 207-319-9890 | 6/30/2022 |
| Paul Dumdey | 346 River Rd | 207-443-3479 | 6/30/2020 |
| Stephen Lackovic | P O Box 282, Bristol | 207-563-1078 | 6/30/2022 |
| Vacancy | | | 6/30/2018 |
| Vacancy | | | 6/30/2019 |

Solid Waste And Recycling Committee: (Meets 3rd Wednesday Of Each Month @ 7:00 P.M.)

| | | | |
|---------------------------------|---------------------|--------------|-----------|
| Jonathan Appleyard, Chairperson | 26 Montsweag Rd | 207-389-4292 | 6/30/2021 |
| Fred Kahrl | 937 Middle Rd | 207-442-8497 | 6/30/2020 |
| Linda Crawford | 66 Gotham Woods | 207-841-9411 | 6/30/2022 |
| Donald Adams | 99 Shaw Rd | 207-443-4266 | 6/30/2019 |
| Clark Granger | 191 Phipps Point Rd | 207-242-9042 | 6/30/2022 |
| Rosemarie R. Granger | 191 Phipps Point Rd | 207-242-9042 | 6/30/2021 |
| Eleanor Adams | 99 Shaw Rd | 207-442-8497 | 6/30/2020 |

Special Events Committee: (Meets As Needed)

| | | | |
|------------------------------|--------------------|--------------|-----------|
| Allison Hepler, Ex-Officio | | 207-442-0754 | |
| Collette Coombs, Chairperson | 8 Brookside Dr | 207-443-3570 | 6/30/2020 |
| Janet Stephen | 97 Norway Dr | 207-389-6170 | 6/30/2019 |
| Kyle Beeton | 253 Barley Neck Rd | 207-522-3511 | 6/30/2018 |
| kbeeton@yahoo.com | | | |
| Tammy Given | 904 Old Stage Rd | 207-443-3932 | 6/30/2021 |
| Vacancy | | | 6/30/2020 |

Corrections To This List Should Be Forwarded To The Town Administrator At The Woolwich Town Office At: Administrator@woolwich.us Telephone: 207-442-7094

Town of Woolwich 2020 Holiday Schedule

| <u>HOLIDAY</u> | <u>DATE OBSERVED</u> |
|---------------------------------------|------------------------------|
| New Year's Day | Wednesday, January 01, 2020 |
| Martin Luther King, Jr. Day | Monday, January 20, 2020 |
| Washington's Birthday/Presidents' Day | Monday, February 17, 2020 |
| Patriots Day | Monday, April 20, 2020 |
| Memorial Day | Monday, May 25, 2020 |
| Independence Day (Observed) | Friday, July 3, 2020 |
| Labor Day | Monday, September 7, 2020 |
| Columbus Day | Monday, October 12, 2020 |
| Veterans Day | Wednesday, November 11, 2020 |
| Thanksgiving Day | Thursday, November 26, 2020 |
| Thanksgiving Friday | Friday, November 27, 2020 |
| Christmas Day | Friday, December 25, 2020 |

When a holiday falls on a Saturday, the State recognizes the Friday before as the holiday. If the holiday falls on a Sunday, the State recognizes the following Monday as the holiday for the purposes of giving employees a day off for the holiday.

Board of Assessors' Notice

Assessors' Note:

Maine State law requires that the Board of Assessors annually give notice in writing to all persons in the municipality liable to taxation, to furnish a list of real and personal property, not exempt from taxation, to which they owned on the first day of April (36 M.R.S.A. §706). The declaration form should be filed with the Selectboard's office during the month of April.

Reduced Valuations for Land:

Maine State Law allows reduced valuations for Farm, Forest and Open Space land. Please contact the Selectboard's office for additional information on these programs. Applications must be filed by April 1st.

Property Tax Abatement:

Requests for property tax abatements must be filed in writing within 185 days from the date of commitment. Please call the Selectboard's office at (207) 442-7094 with questions.

Tax Exemptions:

The real property of qualified persons in the following classifications may receive a partial exemption:

1. Veterans who have reached the age of 62 on or before April 1st
2. Veterans who are 100% disabled and receiving a pension from the United States Government for total disability.
3. Paraplegic Veterans
4. Unremarried widow or minor children of veterans in the above categories. The divorced wife or the remarried widow of a veteran is not eligible.
5. The widowed mother of a deceased eligible veteran and is in receipt of a pension for the service-connected death of her son.
6. Maine Homestead Exemption – This program is open to any resident who has owned a home in Maine for twelve months and it is their primary place of residence.

NOTE: All applications must be filed by April 1st. If you currently receive the exemption you do not need to reapply.

Property Tax Fairness Credit:

Eligible Maine taxpayers may receive a portion of the property tax or rent paid during the tax year on the Maine individual income tax return whether they owe Maine income tax or not. To claim the credit, file a Form 1040ME and Schedule PTFC for the tax year during with the property tax or rent was paid. For help, call 207-626-8475 weekdays from 8:00 AM – 5:00 PM. Forms are available at <http://www.maine.gov/revenue/forms> or call 207-624-7894 to request that a printed form be mailed to you.

Excerpts from “A Citizen’s Guide to Town Meeting”

By Jo Josephson, Staff Writer, Maine Townsman

HOW CAN I PREPARE FOR TOWN MEETING

Most towns publish the warrant in their annual report. Get a copy before the meeting and read it. If you have questions, you may wish to ask them of the selectmen before the meeting. But some of the answers may be found in that section of the annual report that indicates in detail the various spending accounts and how much was spent in the previous year; compare it with what is being requested this year. Also, check as to how much money is in the so-called surplus or undesignated funds account.

DO I HAVE TO KNOW PARLIAMENTARY PROCEDURE TO PARTICIPATE?

NO. That’s why you elected a moderator at the opening of the meeting. The moderator is familiar with parliamentary procedure and is there to keep the meeting moving forward properly until all of the “articles” or items of business have been acted upon. Voters may not talk without being recognized by the moderator. You should direct all of your questions to the moderator. If an item of business is not on the “warrant”, the name given to the list of articles, Town Meeting cannot act on it.

To Approve an Article: It is customary for the moderator to read the article aloud and ask if someone will make a motion on the article; usually someone will respond by saying “I move the article”; the moderator then asks, “Is there a second?” Someone will usually respond, “I second the motion”.

This formality sets the stage for the discussion that follows. The moderator then rereads the motion and calls for a vote. It is best not to make a negative motion, because people get confused when a “yes” vote means “no”. The best approach, if you oppose an article, is to move the article and vote against it.

To Amend an Article: Sometimes, during the discussion, someone will propose a change. For example, in a so-called “open-ended” money article, they may want to increase or decrease the amount of money recommended by the budget committee or selectmen. The amendment must be seconded; there must also be an opportunity to discuss the amendment before voting on it. If the amendment passes; then the motion, as amended, is voted on. If the amendment does not pass, and there are no further amendments, then the original motion is voted upon.

It should be noted that amendments to so-called “capped” money articles, articles in which the amount of money is contained in the actual wording of the article, are limited: the amount may only be decreased. Also, ordinances may not be amended from the floor; the vote on an ordinance must be up or down with no amendment.

WHAT DO THE FOLLOWING WORDS MEAN?

Amendment. This is technically a secondary motion and must be acted on before the main motion is voted upon. It must be seconded and allow for discussion before it is voted upon.

Annual Meeting. This is the meeting at which municipal officers and other officials are elected. No law requires that the annual municipal budget be voted on at this meeting, although many towns do. A “special” town meeting is any other meeting called by the selectmen.

Annual Report. The annual report must be available at least three days before the annual meeting or the annual budget (business) meeting. It must contain the following: a record of all financial transactions during the past fiscal year, a statement of assets and liabilities, including a list of all delinquent taxpayers and the amount due from each, and portions of the audit.

Audit. An examination of the financial statements of a municipality by a public accountant to see if they fairly reflect the financial conditions of the municipality. State law requires that audits be conducted annually.

“Capped” Money Article vs. Open Ended Money Articles. This is an article in the warrant which states an amount to be raised (“To see if the Town will vote to raise and appropriate the sum of \$10,000.”). Capped articles can only be reduced by amendment. They cannot be increased like open ended articles (“To see what sum the town will vote to raise and appropriate.”).

Excise Tax. There is a motor vehicle excise tax and a watercraft excise tax. They are for the privilege of operating the equipment on public ways.

Home Rule. It is the constitutionally guaranteed right of towns and cities to adopt and amend their charters, choose their form of government, and adopt laws that are not already covered by state law or which state law does not prohibit municipalities from adopting. Home rule is intended to ensure local control.

Mandate. Federal or state laws which require local governments to undertake specific actions or provide specific services. For instance, the requirement that municipalities build salt-sand storage sheds is a mandate that must be paid for with local funds as well as state funds. In 1990, Maine passed a law to require state funding of future mandates.

Ordinance. A law or a regulation enacted by a municipal government, usually targeting a specific subject, as in a dog control ordinance or a parking ordinance, or a zoning ordinance. Most ordinances (less than ten pages) must be posted in a public place at least seven days before Town Meeting. No ordinance may be amended on the floor of town meeting; they may only be voted up or down.

Overdraft. To be avoided! It's when the audit indicates that the amount spent on an item turns out to be greater than that approved by Town Meeting. It is indicated by parentheses () around the amount.

Revenues and Expenditures. Revenue is just a fancy word for incoming monies; most of the money spent by town meeting comes from property taxes; other monies come from excise taxes on vehicles, and from the state in the form of revenue sharing and road assistance. Expenditures is just a fancy word for outgoing monies or on what the money is spent; most of the money is spent on solid waste disposal, roads, and schools.

Surplus. Also known as "undesignated" or "unappropriated" fund balance." It often results from not spending monies that were approved; it also results from getting more revenues than you expected. There is always a tendency to "raid surplus" instead of raising taxes. But surplus is not a savings account; it is an "operating cushion" to be used only in times of emergency, say some. The rule of thumb is to make sure surplus contains at least eight percent of the total operating budget for the town; or an amount equal to one month's operating expenses. The optimum is ten percent. If you do dip into it one year, make sure you build it up again the next year. Only the Town Meeting can authorize the spending of surplus.

Secret Ballot. The clerk prepares these for use at the polling place in secret (Australian) ballot elections, which can be for referendum questions (issues) as well as for candidates. Open town meeting towns become secret ballot towns by a town meeting vote to adopt secret ballot voting at least 90 days before the annual meeting. There are two towns in Maine that act on their entire warrant by secret ballot; most others use secret balloting for large ticket items, like bond issues.

Tax Anticipation Note (TAN). Often referred to as "hired money," it is money borrowed from a bank to run the town while waiting for taxes to be collected. Towns that collect taxes only once a year are the greatest users of this; towns that have two tax collections a year and therefore an earlier flow of cash into the town coffers, usually do not have to rely on hired money. No Town Meeting vote is required in order to authorize the selectmen to take out a TAN.

Tax Rate. The tax rate determines how much you pay in property taxes. It is stated in "so many dollars per thousand dollars of valuation." For example, in a town with a tax rate of \$14 per thousand dollars, the owner of a house valued at \$50,000 would pay \$700 ($\$14 \times 50$) in taxes. To determine the tax rate in your town, divide the total valuation of all the properties in your town by the amount needed to pay for the cost of running the town, and supporting the county government and the schools, after you have subtracted non-property tax revenues (excise taxes, revenue sharing, road assistance, etc.) from the total cost. So, for example, a town with \$200,000,000 valuation, expecting to spend \$3,000,000 on town, county and schools, with \$500,000 in non-property tax revenue, needs to raise \$2,500,000 in taxes, which when divided by \$200,000,000, leaves us with a tax rate of .0125 or \$12.50 per thousand dollar of valuation. In this town, the tax on a \$50,000 home would be \$625 ($\$12.50 \times 50$).

To Raise. A vote to raise a sum of money is a vote to get the money through municipal taxation of real and personal property. Typically, the motion is "to raise and appropriate" the money for some stated purpose identified in the article.

To See What Sum. An article that asks "to see what sum" is said to be an open-ended article and signals the need for someone to make a motion to set an amount for the discussion. Often the selectmen and the budget committee recommend on the warrant the amount that they think is in the best interest of the town.

Warrant. The Written notice, signed by at least a majority of the selectmen, which calls a town meeting and lists all the articles or items of business which will be voted on at the meeting. It must be posted in at least one public and conspicuous place in the town at least seven days before the town meeting.

U.S. Senator's Report

Washington, DC

Dear Friends,

The beginning of a new year provides the opportunity to reflect on the progress of the past 12 months. If you've been watching cable TV, you might think that every waking moment of 2019 in Washington has been consumed by divisive, partisan issues – and while there's no shortage of those debates, there have also been opportunities for bipartisan cooperation. You sent me to the Senate to make the most of those opportunities, so as we enter into the New Year, I wanted to take a moment to update you on my efforts to work with members of both parties to make life better for the people of Maine.

One of my most important priorities this past year has been emphasizing preventive healthcare. Maine's distinction as the oldest state in the nation brings us wisdom, of course – but it also creates unique challenges, particularly relating to healthcare. The key to addressing these obstacles is being proactive, because the cheapest, safest medical procedure is the one that doesn't need to happen. That's why I've introduced legislation to incentivize healthier living, expand mental health screenings, and help more Americans access regular check-ups. We're making progress, but we've got a long way to go – and I'd like your help, because I know that the best ideas are the ones that come from families and communities on the front lines of these challenges. To strengthen this effort, I convened a policy forum on prevention in Bangor in October, which has already given me exciting new ideas that I'll carry with me into 2020. If you have additional thoughts on encouraging preventive healthcare, please share them with my office.

This year has also continued the growth of Maine's forest products industry – a key focus of my work to revitalize Maine's rural economy and communities. We've seen significant investment in mills across the state, creating good jobs to support rural Maine. I'm also pleased that the investments aren't just in our mills – the industry is thriving because of its commitment to innovation. We're fortunate to have the University of Maine's top-notch researchers exploring cutting-edge ways to use our forest resources, including capitalizing on the rise of 3D printing technology with the world's largest 3D printer. Combining this work with ongoing federal support, our vast forests, and Maine's dedicated workforce, I know that the future of this industry is bright, and I'll continue working to support it on all fronts.

I'm proud of all we've accomplished together this year, but even as I reflect on all that we've achieved, it is challenging to not think of the work left undone. It sometimes can be discouraging to watch these important priorities hang in limbo, but fortunately for me, encouragement is never far. After all, I get to live in Maine – which means I get to count Maine people as my neighbors and friends. I'm always struck by the kindness that our citizens show not only to me, but also to each other. This focus on collaboration and compassion is an inspiration, and it powers my efforts bring a little bit of Maine common sense to Washington. Thank you for all you do to for our state – Mary and I are deeply grateful, and we hope that 2020 will be a good year for you, your family, your community, and the State of Maine.

Best Regards,
Angus S. King Jr.
United States Senator

U.S. Senator's Report

Dear Friends,

As 2019 ends and 2020 begins, I am pleased to report that Congress made progress on a number of issues important to Maine families despite the polarization in our country.

In a major win for surviving military and retiree spouses to whom we are deeply indebted, I was proud to co-lead the repeal of what is often referred to as the "Military Widow's Tax," an unfair offset of survivor benefits that has prevented as many as 67,000 surviving spouses - including more than 260 from Maine - from receiving the full benefits they deserve.

The high cost of health care and prescription drugs continues to be a top issue for families and seniors. To provide continued relief for more lower- and middle-income individuals, I led the charge to extend for another two years the medical expense tax deduction that I included in the 2017 tax law. Without this extension, nearly 20,000 Mainers and millions of Americans with high medical expenses, including many with preexisting conditions, would have faced an increased tax burden. In other good news, the CREATES Act I cosponsored became law. It will prevent pharmaceutical companies from blocking access to a sufficient supply of brand-name drugs needed for the studies that allow less expensive alternatives to enter the marketplace.

Improving people's health and wellbeing remains my priority. On a per capita basis, Maine has the highest incidence of Lyme disease in the country. In August, I held a Senate hearing at the University of Maine's Tick Lab on this growing public health crisis. A comprehensive public health strategy to combat this epidemic is needed, and the new law I authored will do just that.

In addition, I helped champion another \$2.6 billion increase for the National Institutes of Health, our nation's premiere biomedical research institution, including significant boosts for Alzheimer's disease and diabetes research. Last year, NIH funded more than \$111 million for research at 14 Maine institutions.

To help prepare the graduates of Maine Maritime Academy, I secured \$300 million for a new training ship, which will ensure rigorous instruction for MMA students for decades to come.

Significant federal funding was approved for work at Bath Iron Works and Portsmouth Naval Shipyard. Funding appropriated by Congress will pay for three new destroyers, make a down payment on an additional ship, and finance infrastructure improvements at PNSY.

As Chairman of the Transportation and Housing Appropriations Subcommittee, I have led efforts to improve our nation's crumbling infrastructure and ensure that Maine's housing needs are addressed. For Maine's roads, bridges, airports, and seaports, tens of millions in federal funding will help make urgently needed upgrades and improve safety. Funding will also support housing assistance to low-income families and seniors and aid communities in reducing homelessness among our youth. The Community Development Block Grant program will assist numerous towns and cities in our State.

The Aging Committee I chair has continued its focus on financial security for our seniors. A new law I authored will make it easier for small businesses to offer retirement plans to their employees. Our Aging Committee's Fraud Hotline fielded more than 1,200 calls this year Congress passed a new law to crack down on robocallers who are often the perpetrators of these scams. And a new law I authored will expand the IRS' Identity Protection PIN program nationwide to prevent identity theft tax refund fraud.

At the end of 2019, I cast my 7,262nd consecutive vote. In the New Year, I will keep working to deliver bipartisan solutions to the challenges facing Maine and the nation. If ever I can be of assistance to you, please contact one of my state offices or visit my website at www.collins.senate.gov. May 2020 be a good year for you, your family, your community, and our state.

Sincerely,
Susan M. Collins
United States Senator

U.S. Representative's Report

Dear Friends,

I hope this letter finds you well. It's a privilege to represent you and your family and I am thankful for the opportunity to update you on my work in Washington and Maine.

In 2019, I was honored to work with my colleagues to pass hundreds of bills that address everything from fighting climate change to raising the minimum wage. And while Congress has become an increasingly partisan place, I was proud to continue my habit of reaching across the aisle, introducing a number of bipartisan bills and cosponsoring even more.

On the House Appropriations Committee, I worked to support programs important to Maine, such as rural broadband investment, Head Start, PFAS clean up, and shipbuilding at Bath Iron Works. Further, I firmly believe we need to make substantial investments in all aspects of our infrastructure, from safe drinking water and modernized schools, to upgraded highways, transit, and rail. From my seat on the Appropriations Committee I advocated for increased funding for the BUILD grants program which funds investments in transportation infrastructure by states, local governments, and transit agencies. I also pushed for increased funding for the Community Development Block Grant program, our national park system, local and organic agriculture, election security, and the Land and Water Conservation Fund.

Since my time in the Maine State Senate, lowering the cost of prescription drugs has been one of my top priorities. This year I introduced two bills that would help Americans afford their prescription medications. I also voted for a bill that would allow the Centers for Medicare and Medicaid Services to directly negotiate prices for certain drugs. I look forward to continuing this important work in 2020 so Americans are no longer faced with the choice of picking up prescriptions they desperately need or putting food on the table.

I am sure this coming year holds many challenges and opportunities for our country, and I promise that the interests and principles of Mainers will continue to guide my work. If there is anything my offices in Washington or Maine can do to be of assistance – whether you, your town, or your organization is applying for a grant; you're facing an issue with a federal agency; or if you'd just like to share a thought or opinion – please do not hesitate to reach out.

Best wishes,
Chellie Pingree
Member of Congress

Governor's Report

Dear Friends:

When I took the oath of office to become Maine's 75th governor, I never imagined that we would face a global pandemic. But that is our current reality, and it is my solemn responsibility to guide our state through this unprecedented time to keep Maine people safe and healthy.

COVID-19 is wreaking havoc on our national economy, dealing heavy losses to businesses of all sizes, while millions of people find themselves newly unemployed. Here in Maine it has taken the lives of over 60 people and sickened many more. While we all dream of going back to the way things were, the fact is that our lives will not return to normal soon. Instead, we have to invent a new normal - a different way of doing business, shopping, traveling, and enjoying the Maine outdoors - one that keeps us all safe.

My Administration, in collaboration with public health experts and business leaders across the state, developed a plan to gradually and safely restart Maine's economy, and we recently released a Rural Reopening Plan for those counties where no community transmission is present. My Administration has also formed an Economic Recovery Committee charged with assessing the economic impacts of the pandemic on Maine's economy and providing recommendations for policy changes to deal with these impacts. Together, drawing on the hard work and resilience of Maine people, we will rebuild and strengthen our economy and rise from this unprecedented challenge a stronger state than ever.

I continue to be amazed by the strength and courage of the Maine people and businesses who have found different ways to do business and the brave first responders in your town and in our health care facilities. Thank you to the people of Maine who have demonstrated patience, kindness, and compassion during this difficult time.

Please take care,
Janet T. Mills
Governor

P.S. For the latest information and guidance on Maine's response to COVID-19, as well as resources for assistance during this time, please visit www.maine.gov/covid19/.

State Senator

Dear Residents of Woolwich,

It is an honor to serve as your State Senator in Augusta. I hope 2020 finds you and your loved ones doing well. We just wrapped up a busy year at the State House, with much progress made on behalf of Maine people, and I hope that 2020 brings more of the same. Bringing back respect and civility to Augusta helped us achieve our goals, and was long overdue. To set a new tone, senators of both parties sat beside each other instead of being divided by a partisan aisle, creating more natural opportunities for interaction.

In the past year, my colleagues and I in Augusta focused on supporting working people, investing in small businesses, laying the groundwork for the success of our children, and helping Maine's aging population.

Specifically, we made progress on fighting the climate crisis, including passing my bill to increase investment in local clean energy projects and jobs into law. We passed a budget that provides \$130 million in property tax relief without raising taxes. The bipartisan budget also included \$111 million in new funding for K-12 education. We fought to make health care more affordable and accessible, and delivered on our promise to enact prescription drug pricing reform, including passing my bill that requires drug companies to share information on costs related to drug production, marketing, advertising and consumer price. We moved forward on connecting more Mainers to quality, high-speed internet, including \$4 million in the budget to fund broadband and related rural development projects.

I know there is still much left to do, and I will keep fighting for these priorities on your behalf.

If I can ever be of assistance to you, your family or your community, please do not hesitate to contact me with any questions, comments or concerns. You can reach me through email at Eloise.Vitelli@legislature.maine.gov or at my office at (207) 287-1515.

I look forward to hearing from you soon.

Kind regards,
Eloise Vitelli
Senator

State Representative's Report

Dear Woolwich Neighbors:

Thank you for the opportunity to continue to represent you in the 129th Legislature. It is truly an honor to serve our community.

This legislative session took an unusual turn as a result of the COVID-19 pandemic. While the second session of the Legislature generally runs through mid-April, the Presiding Officers made the decision to end our session on March 17. This was done in an effort to adhere to the Center for Disease Control's social distancing guidelines and to keep staff, constituents and our communities safe.

Before adjourning, my colleagues and I passed emergency legislation to help Mainers through the evolving COVID-19 crisis. Among other things, we included provisions to temporarily expand unemployment insurance benefits; empower the state Department of Education to waive certain school-day requirements and ensure students continue to receive needed meals while schools are closed; allow remote participation in municipal meetings; establish a consumer loan guarantee program to help eligible Mainers access low- or no-interest loans; and authorize the Governor to prohibit utilities from terminating residential electric and water service during this period. We additionally designated at least \$11 million in state funding to further respond to COVID-19. While I'm no longer in Augusta, I remain in close contact with the administration and am working daily to provide relief for our community.

In addition to our COVID-19 efforts, the Legislature passed a \$73 million supplemental budget that raised rates for direct health care providers, increased the state's pre-k-12 education contribution by \$38 million, invested in transportation projects and more, all while adding another \$17.4 million to the "Rainy Day Fund." We also passed a bond in the amount of \$105 million for transportation needs and \$15 million for broadband access, which will be sent to voters in June for final approval.

On top of these critical actions, we achieved some big successes this session. We passed an affordable housing tax credit that will help us build 1,000 more affordable housing units over the next eight years. We put new safeguards in place to prevent tragedies like last year's devastating explosion in Farmington. And we passed a package of health care bills aimed at driving down costs and increasing accessibility for all Mainers. On a personal note, three bills that I introduced on behalf of constituents received unanimous support and were signed into law. One officially names a bridge in Dresden, another changes the composition of the Acquired Brain Injury Advisory Council, and a third removes the fee for recreational lobster, crab, and scallop licenses to disabled veterans.

It's our intention to return to Augusta and pick up the bills we were not able to finish once it is safe to do so. Until then, I am proud of what we have been able to accomplish for Maine people, and very grateful for the opportunity to represent Woolwich.

Please contact me if I can be of any help to you and your family, or if you want to discuss any legislation. I fully welcome your questions and feedback. Don't hesitate to be in touch.

Sincerely,
Allison Hepler
State Representative



COUNTY OF SAGADAHOC

COMMISSIONER CAROL A. GROSE

District 3 – Arrowsic, Georgetown, Phippsburg, Richmond, West Bath & Woolwich

Dear Friends and Neighbors,

It is my honor to continue to serve the citizens of Woolwich as a Sagadahoc County Commissioner. As I continue my tenure, I remain totally committed to ensuring that the services provided by the County are delivered in the most cost effective and professional way possible.

As we move forward in a climate which continues to be accentuated by the uncertainty of COVID-19, the Commissioners remain acutely aware of the impact the County tax assessment has on Sagadahoc municipalities. In FY 2019-20 the municipal overall tax levy increased by 2.6% and, while it is unlikely that we will show a reduction in FY 2020-21, we remain firmly committed to minimizing increases and controlling non-essential expenditures as we proceed with the budget process.

During 2019, the County's many activities and accomplishments included the following:

- Administration continued to oversee the self-funded health insurance program. Over the past six years, our premiums have gone up 8% less than those of our previous insurer. Planning began on a number of significant capital projects that are scheduled for the Courthouse in the current fiscal year, including ADA upgrades and extensive repairs to the roof.
- Probate Court was busy processing petitions for guardianship, conservatorship, change of name, adoption, and estates. They also handled passport applications and continued to back-scan records into an electronic database. New legislation required a revision of almost all probate forms, which added greatly to their workload.
- Deeds completed its efforts to make all documents available for viewing at sagadahocdeedsme.com. They also stayed busy handling the many recordings generated by a more robust housing market.
- The Emergency Management Agency staff continued to work on the planning and implementation of regional training, assist local EMA Directors and community officials to meet federal emergency preparedness requirements, and collaborate with area emergency responders and public health agencies.
- The Communications Center continued making significant equipment upgrades, as well as undertaking long term planning for improvements to the E-911 system and coverage.
- The District Attorney's Office handled a high volume of court cases and increased its staff hours in order to accomplish the implementation of a new court process.
- The Sheriff's Office saw a decrease of approximately 3.9% in the number of calls when compared with 2018, from 5,298 to 5,091. The Sheriff devoted many hours to the creation of legislation that will stabilize future jail funding. The Transport Division handled 429 transports last year and continued to monitor inmates on home release. The Civil Division continues to serve orders and writs in a consistently professional manner.

In order that I may represent you effectively, it is important that I am aware of your questions and concerns. Please do not hesitate to contact me at 319-5290. And I encourage interested persons to attend Board of Commissioners' meetings, which are held at 3:00 p.m. on the second Tuesday of each month in the Commissioners' Meeting Room of the County Courthouse, 752 High Street, Bath, Me. (For details, call 443-8202 or check our web site: www.sagadahoccountyme.gov.)

Respectfully,
Carol A. Grose

CEO

2019 Building Permits

There were 53 Building Permits issued in the 2019 calendar year. Down 9 permits from the previous year (2018). Of the 53, nine were for new stick built homes, seven modular homes, four mobile homes, and one timber frame home. There were five permits issued for additions, eight garages, seven barns, three sheds, and four open decks. Additionally, there were two permits for a cell tower array replacement and the Bath Water District addition, and two for roof mounted solar panels. Tentative figures indicate permit fees paid \$11,557.56 and declared values of \$9,108,200.00. A detail of permits follows.

2019 Building Permits Issued

| DATE | PERMIT # | NAME | ADDRESS | DESCRIPTION | COST | FEE |
|-----------|----------|------------------------|-------------------------|------------------------------|----------------|------------|
| 1/24/2019 | 1 | Parker, Gardiner | Brushwood Rd. | House, Residential | \$1,200,000.00 | \$1,419.65 |
| 2/07/2019 | 2 | Creamer, Joseph | Spruce Drive | House, Residential | \$70,000.00 | \$180.00 |
| 2/21/2019 | 3 | Kipple, Greg | 102 Walker Rd. | Shed | \$5,000.00 | \$30.00 |
| 2/26/2019 | 4 | McAllenan, Michael | 37 Talcott Dr. | Home, Modular Res | \$400,000.00 | \$771.35 |
| 2/26/2019 | 5 | American Tower Corp. | 161 Main St. | Modification Cell Tower | \$25,000.00 | \$250.00 |
| 3/19/2019 | 6 | Boguhn, Gerald C. | 107 Milt Carlton Rd. | 12x16 Modular Studio | \$8,000.00 | \$38.00 |
| 3/19/2019 | 7 | Lapointe, David | 266 Nequasset Rd. | Garage, 3 bay | \$30,000.00 | \$104.00 |
| 3/21/2019 | 8 | Drinkwater, Jr., Roger | 172 Nequasset Rd. | Barn, 24'x24' | \$18,000.00 | \$57.60 |
| 4/04/2019 | 9 | Delano, Llewellyn | Phipps Rd. | House, Residential | \$271,000.00 | \$681.00 |
| 4/04/2019 | 10 | Peck, Andrew | 122 Middle Rd. | Garage, 28'x30' | \$45,000.00 | \$123.00 |
| 4/04/2019 | 11 | Harper, Greg | Trott Rd. | House, Residential | \$400,000.00 | \$1,023.46 |
| 4/04/2019 | 12 | Wallace, Zane | Meadow Rd. | House, Timber Frame, Resid. | \$115,000.00 | \$275.10 |
| 4/09/2019 | 13 | Bissett, Christopher | 861 Old Stage Rd. | Addition, Sun Rm.+Greenhouse | \$10,000.00 | \$36.75 |
| 4/09/2019 | 14 | Wallace, Sylvia | 100 Murphy's Corner Rd. | Deck, Open | \$10,000.00 | \$20.00 |
| 4/09/2019 | 15 | Bath Water District | Pumping Station Rd. | | \$2,800,000.00 | \$243.00 |
| 4/09/2019 | 16 | Paull, Larry | 49 Touassic Rd. | Addition, Barn | \$4,200.00 | \$22.40 |
| 4/23/2019 | 17 | Cooper, III, Fred | 152 Weston Rd. | House, Residential | \$100,000.00 | \$235.00 |
| 4/23/2019 | 18 | Main, Charles | 77 Weston Rd. | House, Modular | \$60,000.00 | \$105.00 |
| 5/02/2019 | 19 | Capella, Amelia | 468 Mountain Rd. | House, Modular | \$184,000.00 | \$201.60 |
| 5/02/1029 | 20 | Daniel, Katie | 1160 Old Stage Rd. | House, rebuild fire damage | \$45,000.00 | \$151.95 |
| 5/07/2019 | 21 | Dirigo, Custom Struct. | Phipps Point Rd. | House, Modular, Residential | \$210,000.00 | \$190.35 |
| 5/16/2019 | 22 | James, Jim | 131 Stagecoach Rd. | Barn 26'x30' | \$35,000.00 | \$114.00 |
| 5/16/2019 | 23 | Wallace/Grates | 377 Meadow Rd. | House, Timber Frame | \$40,000.00 | \$136.80 |
| 5/23/2019 | 24 | Cromwell, Julie | 44 Colby Dr. | Shed | \$4,000.00 | \$28.00 |
| 6/11/2019 | 25 | Gamage, David | 19 Nicholas Dr.. | House, Residential | \$150,000.00 | \$476.80 |
| 6/13/2019 | 26 | Hatch, Reid | 17 Touassic Ln. | Garage | \$25,000.00 | \$100.80 |
| 6/25/2019 | 27 | Saleeby, Joel | Old Stage Rd. | House, Residential+Workshop | \$295,000.00 | \$559.00 |
| 7/09/2019 | 28 | Turner, Dale | 30 Double M Lane | Deck, Open | \$3,000.00 | \$30.00 |
| 7/01/2019 | 29 | Carlton, Brian | 227 Barley Neck Rd. | Deck (2) Open | \$15,000.00 | \$70.00 |
| 7/11/2019 | 30 | Burnett, Stuart | 133 Montsweag Rd. | Storage Bldg+Deck, Open | \$62,000.00 | \$105.20 |
| 7/16/2019 | 31 | Chubbuck, Timothy | 41 Walker Rd. | Garage | \$20,000.00 | \$104.00 |
| 7/23/2019 | 32 | Lonergan, Robert | 65 West Longley Dr. | House, Modular | \$211,000.00 | \$336.00 |
| 8/27/2019 | 33 | McAllenan, Michael | 37 Talcott Dr. | Garage 26'x36' | \$28,000.00 | \$226.00 |
| 8/27/2019 | 34 | Grose, Carol | 45 Weston Rd. | Mobile Home, 26'x48' | \$70,000.00 | \$187.20 |
| 8/29/2019 | 35 | Apollonio, Steven | 191 E. Hedge Rd. | Shed | \$5,000.00 | \$28.80 |
| 9/03/1029 | 36 | Schutt, Eric | Middle Rd. | Barn, 28'x40' | \$50,000.00 | \$168.40 |
| 9/10/2019 | 37 | King, III, William | 934 Middle Rd. | Renovation | \$8,000.00 | \$20.00 |
| 9/12/2019 | 38 | Walker, John | 34 Hall Rd. | Mobile Home, 24'x60' | \$5,000.00 | \$216.00 |

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|------------|------|----------------------|-------------------------|----------------------------|-----------------------|--------------------|
| 9/26/2019 | 39 | Ingmundson, David | 143 Montsweag Rd. | Barn, Post & Beam, 32'x36' | \$175,000.00 | \$163.10 |
| 9/26/2019 | 40 | Leslie, J.F. | 159 Montsweag Rd. | Modification | \$550,000.00 | \$354.40 |
| 10/01/2019 | 41 | Gainey, Roy | 82 Pleasant Cove Rd. | Garage, 24'x28' | \$25,000.00 | \$67.20 |
| 10/01/2019 | 42 | Spencer, Cynthia | 162 Mountain Rd. | House, Modular | \$195,000.00 | \$183.60 |
| 10/01/2019 | 43 | Eastman, Eric | 70 Rollins Mtn Way | Garage, 24'x24' | \$12,000.00 | \$57.60 |
| 10/15/2019 | 44 | Murphy, William | 1174 Middle Rd. | Mobile Home, 10'x32' | \$5,000.00 | \$48.00 |
| 10/15/2019 | 45 | Hemmingway, Steve | 271 Murphy's Corner Rd. | Addition, Barn | \$110,000.00 | \$20.00 |
| 11/07/2019 | 46 | Grates/Wallace | 377 Meadow Rd. | Barn, 30'x40' | \$10,000.00 | \$135.00 |
| 10/22/2019 | 46-A | Drewniak, J. Kyle | Montsweag Rd. | House, Residential | \$409,000.00 | \$425.85 |
| 11/12/2019 | 47 | Brodsky, Irwin | 35 Preston Dr. | Solar Panels (20) Roof | \$22,000.00 | \$51.00 |
| 11/12/2019 | 48 | Ellithorpe, Charles | 37 Stoney Creek Dr. | Addition | \$75,000.00 | \$88.80 |
| 11/19/2019 | 49 | Fitzsimmons, Michael | Old Stage Rd. | Mobile home, 28'x48' | \$150,000.00 | \$201.60 |
| 11/21/2019 | 50 | Reed, William | 173 Nequasset Rd. | Modification | \$2,000.00 | \$57.60 |
| 12/05/2019 | 51 | Bodkin, Michael | 586 Old Stage Rd. | House, Modular | \$300,000.00 | \$545.80 |
| 12/23/2019 | 52 | Silvestri, Jamie | 334 Old Stage Rd. | Solar Panels (36) Roof | \$32,000.00 | \$91.80 |
| | | | | | \$7,036,200.00 | \$11,557.56 |

2019 Plumbing Permits

A total of 51 plumbing permits were issued during 2019. 24 were Internal Permits and 27 were for Subsurface Wastewater Systems. Total permit fees collected are \$3,900.00 of which \$975.00 is the State's share. The DEP safe drinking water surcharge share was \$375.00. A detail follows.

2019 Plumbing Permits Jan thru June 30th

| DATE | PERMIT # | NAME | ADDRESS | SSWW | DEP | INT | STATE SHARE |
|-----------|----------|-------------------|--------------------|-----------|---------|----------|-------------|
| 1/08/2019 | 2361 | Dirigo Custom STR | 3 Pine Street | \$500.00* | \$15.00 | | \$15.00 |
| 1/07/2019 | 2362 | Cesgrove, Mike | 153 Hunnywell Ln. | | | \$60.00 | \$37.50 |
| 1/22/2019 | 2363 | Hedbergt, Erik | 406 Meadow Rd. | | | \$150.00 | \$10.00 |
| 2/05/2019 | 2364 | Wescott, Wayne | 942 U.S. Route 1 | | | \$40.00 | \$62.50 |
| 2/07/2019 | 2365 | Creamer, Joe | 59 Spruce Drive | \$250.00 | \$15.00 | | \$62.50 |
| 2/14/2019 | 2367 | Parker, Gardiner | Brushwood Rd. | \$250.00 | \$15.00 | | \$10.00 |
| 2/19/2019 | 2368 | Saleeby, Joel | 42 Stagecoach Rd. | | | \$40.00 | \$30.00 |
| 2/26/2019 | 2369 | Perry, Fred | Mad Mountain Rd. | | | \$120.00 | \$62.50 |
| 2/26/2019 | 2370 | McAleenan, Mike | Talcott Drive | \$250.00 | \$15.00 | | \$10.00 |
| 2/26/2019 | 2371 | Schwab, Bruce | 351 Montsweag Rd. | | | \$40.00 | \$10.00 |
| 3/26/2019 | 2372 | Ruddell, Richard | 11 Birchwood Rd. | | | \$40.00 | \$62.50 |
| 4/04/2019 | 2373 | Delano, Llewellyn | 191 Phipps PT Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 4/04/2019 | 2374 | Harper, Greg | Trott Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 4/04/2019 | 2375 | Wallace/Banks | Meadow Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 5/02/2019 | 2376 | Capella, Amelia | 468 Mountain Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 5/07/2019 | 2377 | Dirigo CU Dirigo | Phipps PT Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 5/23/2019 | 2378 | LeMair, Robin | 529 Middle Rd. | \$250.00 | \$15.00 | | \$25.00 |
| 5/28/2019 | 2379 | Wallace, Zane | Meadow Rd. | | | \$100.00 | \$62.50 |
| 6/04/2019 | 2380 | Fuller, Henry | 1558 Middle Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 6/11/2019 | 2381 | Parker, Gardiner | Brushwood Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 6/11/2019 | 2382 | Gamage, David | 19 Nicholas Ln. | \$250.00 | \$15.00 | | \$35.00 |
| 6/11/2019 | 2383 | Gamage, David | 19 Nicholas Ln. | | | \$140.00 | \$10.00 |
| 6/13/2019 | 2384 | Main, Charles | 77 Weston Rd. | | | \$40.00 | \$62.50 |
| 6/20/2019 | 2385 | Oakes, Russell | 42 Oak Island | \$250.00 | \$15.00 | | \$62.50 |
| 6/18/2019 | 2386 | Lee, Laura | 221 River Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 7/01/2019 | 2387 | Parker, Gardiner | 60 Boom Cove Rd. | | | \$260.00 | \$65.00 |
| 7/23/2019 | 2388 | Coastline Homes | 65 West Longly Dr. | \$250.00 | \$15.00 | | \$62.50 |
| 7/10/2019 | 2389 | Cahill, Brad | 157 Phipps Pt. Rd. | \$250.00 | \$15.00 | | \$62.50 |

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|------------|------|-------------------|------------------------|-------------------|-----------------|-------------------|-----------------|
| 8/13/2019 | 2390 | Phillips, David | 1176 Old Stage Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 8/13/2019 | 2391 | Sherman, Norman | 787 Bath Rd. | | | \$40.00 | \$10.00 |
| 8/15/2019 | 2392 | Plummer, Diane | 1212 Old Stage Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 8/15/2019 | 2393 | Mathis, Tom H. | 164 River Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 8/20/2019 | 2394 | Burnett, John | 148 Montsweag Rd. | | | \$140.00 | \$35.00 |
| 8/27/2019 | 2395 | Albert, Larry | 313 Old Stage Rd. | \$150.00 | | | \$37.50 |
| 5/14/2019 | 2396 | McCusker, Tom | 3 Woodbridge Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 9/03/2019 | 2397 | Schutt, Eric | 65 Sam Moore Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 9/10/2019 | 2398 | Reed, Elizabeth | 200 River Rd. | | | \$40.00 | \$10.00 |
| 9/10/2019 | 2399 | Atlantic Homes | 468 Mountain Rd. | | | \$40.00 | \$10.00 |
| 9/19/2019 | 2400 | Wallace, Brian | 92 Murphy's Corner Rd. | | | \$140.00 | \$35.00 |
| 10/01/2019 | 2401 | Spencer, Cynthia | 162 Mountain Rd. | | | \$40.00 | \$10.00 |
| 10/08/2019 | 2402 | Boyd, Chris | 95 Walker Rd. | \$150.00 | | | \$37.50 |
| 10/15/2019 | 2403 | Murphy, William | 1174 Middle Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 11/12/2019 | 2404 | Brodsky, Irwin | 35 Preston Dr. | | | \$40.00 | \$10.00 |
| 11/14/2019 | 2405 | Lonagan, Robert | 65 West Longley Dr. | | | \$40.00 | \$10.00 |
| 11/19/2019 | 2406 | Fitzsimmons, Mich | Old Stage Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 11/19/2019 | 2407 | Fitzsimmons, Mich | Old Stage Rd. | | | \$40.00 | \$10.00 |
| 10/22/2019 | 2408 | Drewniak, Kyle | 314 Montsweag Rd. | \$250.00 | \$15.00 | | \$62.50 |
| 11/21/2019 | 2409 | Reed, William | 32 Road B | | | \$50.00 | \$12.50 |
| 11/26/2019 | 2410 | Drewniak, Kyle | 314 Montsweag Rd. | | | \$140.00 | \$35.00 |
| 12/05/2019 | 2411 | Bodkin, Michael | 586 Old Stage Rd. | | | \$40.00 | \$10.00 |
| 12/19/2019 | 2412 | Bubar, Matthew | 187 Dana Mills Rd. | | | \$50.00 | \$12.50 |
| 5/14/2019 | 2360 | REVISION | | | | | |
| | | | | \$2,800.00 | \$375.00 | \$1,100.00 | \$975.00 |

Woolwich Fire Department

In 2019 the fire department responded to 164 calls. Calls included: Fire suppression, Motor vehicle Accidents, Hazardous Materials Spills, Mutual Aid, Traffic Control, EMS assists, Commercial/residential alarms and other miscellaneous Citizen Assists. This is an increase of 12 calls from 2018.

I am still happy to report that our membership for the fire department continues to be at an all-time high. Many communities continue to struggle, and I can say that we are not. We still want to encourage anyone interested in volunteering, especially with EMS to come and pick up an application. Also, a reminder that we have the junior firefighter program for ages 14-17.

We were very fortunate again this year to again receive a grant from the Maine Municipal Association for \$2,000.00 for a set of Firefighter protective gear. We are always looking for grants and ways to purchase equipment above and beyond what the budget permits. Anyone interested in donating money to assist with the purchase of equipment can see the list located in the back of the town report of suggested items to donate for both Fire and EMS. Donations can be anonymous, and all donations are tax deductible and letters are available upon request.

This year we were very lucky to be chosen by our very own Bath Subaru to be the recipient of the Subaru Share the Love Event. Over the last 11 years, through the Share the Love Event, Subaru of America and its participating retailers have donated more than \$145 million to charity, with customers choosing between four national and over 1,170 hometown charities. I am so excited to report that through this event our Fire and EMS department received \$15,000,00. We will use the funds to replace an aging Self-Contained Breathing Apparatus, purchase a new set of firefighter protective gear and purchase needed EMS equipment. We cannot thank Bruce McElman of Bath Subaru enough, as well as the people who chose us when they purchased a new car.

Please remember to replace the batteries in your smoke and CO detectors and test them monthly. Help us help you in an emergency by making sure your address number is visible from the roadway. Practice fire safety at home every day and have fire drills with your family.

In closing, I would like to thank the community for your continued support. Remember to “Like” Woolwich Fire/Rescue on Facebook and Instagram to keep up to date with community events, Woolwich Fire events and safety information.

Respectfully Submitted,
Michael Demers, Fire Chief

Sagadahoc County Emergency Management Agency

The Sagadahoc County Emergency Management Agency (SCEMA) is responsible for policy development, planning, agency coordination, education and training surrounding the health and safety of those who live, work and play within the ten municipalities of Sagadahoc County. SCEMA is charged with creating the framework for which communities reduce vulnerability to hazards and cope with disasters. SCEMA protects communities by coordinating and integrating all activities necessary to build, sustain, and improve the capability to mitigate against, prepare for, respond to, and recover from natural disasters, acts of terrorism or other man-made disasters. Existing partnerships were enhanced and new partnerships with government, non-profit and industry were established over the course of Fiscal Year 2019 (July 1, 2018 to June 30, 2019).

SCEMA has continued to fund county-wide and municipal specific projects with the Homeland Security Grant Program (HSGP) from the FY2016, FY2017, and FY2018 federal grants. The grants run concurrently and each has a three-year performance period. The total of the FY16, FY17 and FY18 awards totals approximately \$207,000 combined and has funded projects which otherwise might not have been possible. These funds have or will translate into a number of projects across the county. Some of the projects include upgrading law enforcement mobile data terminals (rugged laptops), installing mobile vehicle repeaters into fire apparatus, purchasing AED's for municipal police and fire departments, the addition of a new tower site in Bowdoin and many other projects. SCEMA has begun planning for the upcoming FY2019 and FY2020 Homeland Security Grant Program.

SCEMA continues to provide public education and outreach to the communities within Sagadahoc County by attending community fairs, public health clinics, fire department open houses and school career days, to name a few. We maintain a consistent public presence on social media to interact with the community during times of disaster, weather events, or simply to share important information, training announcements or local advisories.

During FY2019, SCEMA and the Local Emergency Planning Committee (LEPC) re-energized their partnerships, increased memberships and engaged with Tier II reporting facilities. The LEPC funded Hazardous Materials Operations Refresher courses for the municipal fire department staff, which is a state requirement allowing for the department to maintain their HazMat level qualifications. The LEPC has toured some Tier II reporting and has initiated engagement with the facilities which house extremely hazardous substances (EHS Facilities). SCEMA has created and maintains the Sagadahoc County LEPC Facebook page and continues to boost its community outreach program. It is our goal to engage with the communities surrounding each EHS facility in Sagadahoc County to provide education and awareness. SCEMA has worked very closely with the Sagadahoc County Board of Health, where county partners and stakeholders, neighboring jurisdictions and subject matter experts target and address public health topics impacting the communities within the county. During FY2019 we continued to center our focus around local age-friendly community efforts.

We are very pleased and honored to continue to work with all of the professionals from the Town of Woolwich. FY2019 has proven to be a successful year, and together, we will continue to look toward the future, committing to the protection of life and property safety for all who live, work or play in Woolwich, Maine. We look forward to another successful year of service. For more information, visit us at www.sagadahoccountyme.gov. Sign-up to receive critical CodeRED public emergency notifications and like us on Facebook at www.facebook.com/SagadahocCountyEMA.

Respectfully submitted,
Sarah J. Bennett, Director

Emergency Management Director

There were no significant weather issues that required any involvement by the local, state, or Federal Emergency Management Agencies.

The documentation of 2017's windstorm continues and the Town has received a portion of the reimbursement for this.

Thank you to the group of 25 citizens that have volunteered to staff a shelter in Woolwich when the need arises. This has been utilized for severe heat days, as well as long-term power outages. Notification of the opening of the shelter is done through the Town email list as well as on the Fire Department's Facebook Page. We are researching locations for long-term shelters and the training associated with this.

Please consider signing up for Code Red through the Sagadahoc County Emergency Management Agency. This system is similar to a "Reverse 911" system, and allows emergency officials to contact specific groups of citizens regarding specific events. This system has been utilized in other Towns to locate lost people and can also be used to notify of road closures due to flooding. This system requires the approval of three County level officials before it is used, meaning that it is not overused.

To sign up, go to sagcount.com and go to the Emergency Management Page.

I will continue to be a voice for the Town of Woolwich at the County, State and Federal levels. Please contact me with any questions or concerns that you may have.

I can be reached at woolwichema@gmail.com or 207-443-3589, extension 109.

Respectfully submitted,
Brian Carlton
Emergency Management Director for the Town of Woolwich

Woolwich EMS

There were 263 calls for Emergency Medical Services in Woolwich in the calendar year of 2019. The year began with North East Mobile Health Services continuing to not respond to all calls in Woolwich, and Woolwich EMS covering the majority of these calls.

There are currently 22 EMS providers on the service: 14 EMT-Basics, 4 Advanced EMTs, and 4 Paramedics. There are currently 4 EMT-Basics in school to become Advanced EMTs and one Advanced EMT in Paramedic School. There are also 3 members of the Fire Department that are in EMT-Basic school. This is increasing our membership as well as the level of care that we can provide.

In the Spring of 2019, Woolwich EMS hosted information sessions to educate the community on the capabilities of Woolwich EMS, and at Town Meeting, Woolwich EMS was voted to be the primary EMS provider in Woolwich. Thank you to the citizens of Woolwich for your vote of confidence in Woolwich EMS. We have worked diligently to get to this point and are proud of the service that we provide.

The Town voted to purchase a new ambulance to bring the number of ambulances in Woolwich back up to two. The new ambulance arrived in February 2020 and was placed into service the same month. The Department now has one Advanced Life Support ambulance and one Basic Life Support ambulance. It is a goal of the Department to increase the level of the ambulances to both be Advanced Life Support. This will require the acquisition of a cardiac monitor, which is a big-ticket item. The Department will apply for grants for this purpose, and will not be seeking taxpayer funds for this at this moment.

The members of Woolwich EMS have transitioned smoothly to the new responsibility of being the primary ambulance provider in Woolwich. This has included covering all calls in Woolwich, as well as mutual aid calls in Arrowsic and Westport Island.

The ambulance is staffed with two people, 24/7. These two people are paid an “availability stipend” to be available, and within 8 minutes of the Central Station on Nequasset Road. When a call comes in, the crew is paid hourly at their license level.

The budget for FY 2020-2021 includes an increase to payroll for Woolwich EMS. This money will go to daytime availability coverage. While the shifts are getting covered, I believe that an increase to daytime coverage stipends will assist in getting responders to take shifts, and increase the level of service. The current daytime stipend is between \$50 and \$60, depending on the day of the week, for a 12-hour shift. This increase will bring this to between \$80 and \$90 per 12-hour period.

I must thank the members of Woolwich EMS for their dedication to the citizens and visitors to Woolwich. This group of men and women are proud to serve their Town and serve with a commitment to excellence. The Town is in good hands with these men and women as their ambulance provider.

Woolwich EMS continues to train to provide the best quality of care possible. If you have any questions or concerns, please contact me at woolwichrescue@gmail.com or 207-443-3589 extension 109.

Respectfully Submitted,
Brian Carlton
Deputy Chief/EMS Director
Woolwich Fire Department

Local Health Officer

By the time this report is read, we can all hope that the COVID-19 virus is fully contained. In a public health problem of this nature, there is protocol that should be followed by each individual. The emergency food supply needs to last for an extended period of isolation/quarantine (two weeks). Include pet food and prescription drugs.

Rules of the road when in the midst of a pandemic: wash hands frequently, keep hands away from face, no unprotected hand contact with others, cough in to your sleeve, and avoid large crowds (especially when in a confined spaces). If feeling unwell such as fever, cough, shortness of breath, sore throat, body aches and pains, it is best to isolate yourself and do not go to work until you are sure the virus is not the source of the illness.

The EMS and LHO phone number is the same as the Town Office (442-7094) or call 911 if in trouble, I hope we all stay well.

Respectfully submitted,
Paul H. Dumdey
Local Health Officer
Telephone number-443-3479

Animal Control Officer

Notes from your Animal Control Officer:

Did you know that the State of Maine requires all dog owners to register their dog and pay an annual fee to the State? Dog licensing ensures a rabies vaccination, which protects the health of your pet and the spread of the disease. Fees also support the investigation of animal cruelty complaints, enforcement of animal welfare laws, care for sick and injured stray animals and return of lost dogs to their owners.

Dog licenses expire every year on December 31. Renewals become available in the Town Office the middle of October for the forth coming year. You can also register or renew dog licenses online at https://www1.maine.gov/cgi-bin/online/dog_license/index.pl. Fees for spayed/neutered dogs are \$6 and \$11 for unaltered dogs. Per State law, dogs being relicensed after January 31st will be charged a late fee of \$25; no exceptions. If your dog was “fixed” since they were last licensed, just bring the documentation of the spaying/neutering to the Town Office. Once recorded, no additional proof is necessary.

I also recommend putting name tags with your contact number on your dog, in the event they become lost. It is my experience that most people who find your pet will call you directly instead of reporting to Animal Control. This reduces chances that your pet will have to stay overnight in the Shelter which results in additional fees and/or fines.

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Although cats do not require a license, they must be vaccinated against rabies. If you have a predominately outside cat, a breakaway collar with a name and contact number will also help get your pet back quickly. You can purchase these tags at most retail stores that carry pet supplies, as well as your local veterinary or shelter.

It’s a great idea to microchip your pet. Each microchip has a unique number. This number, along with information about the owner and pet, are added to a national registry. Most veterinarians and animal shelters have electronic scanners for detecting and reading these implanted microchips. If a lost pet is found, and the microchip is scanned, the registry is called and the owner is contacted. Most rabies clinics do microchipping for about \$25.

Road Commissioner

There are several issues in which the Selectboard and I have had ongoing involvement over the past several years, that will ultimately impact our roads and those traveling through Woolwich. The aging Dike Bridge and deteriorated concrete box culvert located on George Wright Road will require replacement in the near future. This combined structure is classified as a Minor Span on a Town Way by MDOT. While the MDOT has historically inspected it every two years, the town owns the crossing and is, therefore, responsible for its maintenance and replacement. Upstream of the Dike Bridge are freshwater wetlands, while downstream are saltwater wetlands. Kennebec Estuary Land Trust (KELT) is pursuing grant monies from the National Fish & Wildlife Foundation. KELT hopes to begin restoring the upstream side (west of Route 1) to a saltwater estuary and breeding ground for migratory fish and birds. Multiple options are being considered. Please stay tuned.

MDOT has been studying and planning for replacement of the Station 46 Bridge located on Route 1 (between the Dike & Taste of Maine). Recent safety inspections have rated the bridge “structurally deficient.” Time and the elements have taken a toll on its steel frame, decking and other components. Corrosion beneath the bridge has been found to be fairly extensive. State officials have determined it would cost less to replace than to repair it. MDOT has indicated that they will attempt to maintain two lanes of traffic on Route 1 throughout construction. Even if this is possible, I’m obviously concerned with the large amount of additional traffic on town roads and Route 127, resulting from motorists choosing to bypass the inconvenience of any delays within the work zone. Construction is slated to begin in 2022 and be complete in 2023.

I’ve had frequent discussions with MDOT regarding the safety of the intersections with Route 1 and our town roads. All the intersections are an issue, due to a general increase in traffic and speeds, but the Nequasset Road and the south end of the George Wright Road stand out as areas where numerous collisions occur. Rest assured, I will keep that dialogue open with MDOT and do what I can.

A friendly reminder for next winter: State of Maine 29-A MRS §2396 prohibits a person from placing snow on a public way that has not accumulated there naturally. Please do not push or shovel snow into the road and leave it there. It creates a road hazard and could cause an accident.

Road & Bridge Account –

Funds from this account are used for various regular maintenance items, which include, but are not limited to: removing fallen trees and limbs during storms, repairing roadside washouts, ditching and stabilization, installing gravel on gravel roads, grading gravel roads, purchase and installation of culverts, removing blockages in culverts, cutting roadside brush and trees, installation and maintenance of traffic and street name signs on town roads, roadside mowing, etc.

Tar Account –

Funds from this account are used to purchase and install hot asphalt mix on town roads, including the associated preparation (pavement cutting and pavement milling) prior to installation. Funds are also used to purchase and install cold patch, hot asphalt mix, etc. to make pavement related repairs, such as potholes, culvert crossings and broken pavement edges.

During the late summer of 2019, the town made the following improvements:

- East Hedge Road – shimmed & re-paved approximately 0.4 miles
- Mountain Road – shimmed & re-paved a portion (Route 1, to intersection of Old Stage Road, Section 4) approximately 1.75 miles

As always, MANY THANKS to the Woolwich Fire Department for all that you do!

I enjoy serving as Road Commissioner and embracing all the challenges that come with the position. Your confidence and support are invaluable! Thank you to the residents who call when they notice a problem or a potential problem. I appreciate your assistance - it helps us to respond in a timely and efficient manner. PLEASE call me with any questions, concerns or comments, at 443-3932.

Respectfully submitted,
Jack A. Shaw
Road Commissioner

Superintendent

Dear Citizens,

The mission of RSU 1 is to support and challenge students to develop and apply the skills, knowledge, and character to be responsible and productive learners, citizens, and leaders in a global society. The District Educational Plan is focused on ensuring there is high-quality staff in each building, developing meaningful and engaging curriculum and sound instructional practices, providing safe, respectful and positive learning environments, and improving community relations collaboratively.

New initiatives for the 2019-2020 school year include the following: increased staffing in the areas of English language learners, social work, and special education; redesigned positions to provide academic and behavior intervention support at the elementary level and a behavior support program at Morse; expanded Advanced Placement opportunities at the secondary level; enhanced music program at Morse; increased outdoor classroom learning opportunities; hired a part-time communication specialist; and invested in K-5 literacy materials.

The construction of the new Morse High School and Bath Career and Technical Center continues to go smoothly. The district is thrilled to announce that we exceeded our fundraising goal of \$700,000 for the construction project. The completion date for the school is December 15, 2020. Not only will this state of the art facility benefit our students and staff, but it will also provide a venue for meaningful community interaction. We are grateful for the community participation and support that has been demonstrated by so many folks during the construction process.

I would like to take this opportunity to thank our parent groups, booster clubs, community organizations, and volunteers whose efforts enrich the educational opportunities offered to our students.

Sincerely,
Patrick Manuel
Superintendent of Schools

RSU 1 Annual Report

Dear Woolwich Residents;

This has been anything but a normal school year. All of us that are part of the RSU 1 community have faced challenges that no one could have anticipated when the year began. In fact the scope of demands on our families, students, teachers and administrators is still evolving as we continue to address these challenges and adjust to a changed learning environment none of us have previously experienced.

Prior to the closure of all schools in the State in March, RSU 1 had made strong, steady progress in several areas: regular instruction, special education, facilities management and communications. We continued to build a strong faculty and have provided classrooms with resources to support our instructional program. This year we provided added staffing for intervention in math and reading to insure that all students had the level of instructional support necessary for success. The district has also continued its commitment to those of our students with specialized learning needs. We continue our construction project with good progress on the new Morse High School and BRCTC facility still scheduled to open in February 2021. We have strengthened our communications efforts as well to better inform the whole community of what our students accomplish in RSU 1.

Although these remain as our overarching goals, and we continue to work to achieve them, closing our schools and having to teach our students through remote learning and the extraordinary demands that this placed on us has taken our attention. It will take time to fully appreciate the impact that this has had on education in the RSU. The task has been enormous and all involved, families, students, teachers and administrators, have worked very hard to insure that the process of educating our children in the district continues in these very uncertain times.

We have begun a process of evaluation and review of our experiences. This is important not only as a process of continuous improvement of our instructional efforts but also as a way to learn how we might use this experience as a way to grow our educational methods. We will periodically report on the findings of that evaluation and will continue to adjust and respond to issues and concerns as we move forward. We are mindful of the challenges and will work to make the schools more resilient as we learn from these experiences and apply “lessons learned” in the future.

We are also aware of the pressures placed on all households in the district financially as a result of the virtual shut down of the economy. The budget adopted by the RSU 1 Board is designed to maintain our educational program with limited new spending focused on areas that were deemed significant needs. As has been reported, most of the growth in the budget is attributed to financing the new high school and that is an important investment in the future of all towns in the district.

Thank you for your confidence and support for the children in RSU 1.

Stephen August
Chair, RSU1 Board of Directors

Town Administrator/Treasurer Report

It has been a pleasure working for the Town of Woolwich as the Town Administrator. It has been a year since stepping into and familiarizing myself with the new role and I have had the help of a wonderful Select Board to assist in helping me navigate through uncharted territories which I am deeply thankful for all that they do. I have also gotten to know many of the wonderful residents and homeowners in Woolwich as well. I welcome the opportunity to assist the townspeople with any questions or concerns that they may have.

This year the Town implemented a new Website and although there were and still are a few bugs and kinks to work out, the new site is coming together very nicely. The Communications Committee did a great job in selecting our web provider. If you would like to stay informed of town events, notices, and meetings, please go to our website www.woolwich.us and click under resources, you will have the option of signing up for notifications. Don't forget to check out the Town of Woolwich Facebook page as well.

I would like to thank the town office staff for all they do in the front office. We receive so many compliments on how friendly and accommodating the office is and it is a pleasure working with them on a daily basis.

I would like to point out that due to the recent outbreak of COVID-19, there have been a few changes to annual procedures. The Annual Town Meeting scheduled for April 29th has been rescheduled for August 22nd at 9:00 AM at the Town Office.

Please remember, you can always contact the town office at 207-442-7094 with any questions or concerns you may have.

Respectfully Submitted,
Kim Dalton
Town Administrator

Tax Collector

I would like to thank the residents of Woolwich for their kindness and patience as I learn the nuances of being the new Tax Collector, as well as other assigned duties of a Deputy Town Clerk. Since coming onboard in November 2019, I've seen how residents receive direct benefits from locally collected tax monies. Through town meetings our residents have a voice in the amount of money raised through property taxes and how it is spent.

Basic services that must be warranted yearly are fire and rescue, trash disposal, road upkeep, clean water, and enforcement of health and safety codes. Our Town contributes to the protection of the Maine environment by having convenient roadside trash and recycle removal. The Road Commissioner and his team work diligently keeping up public Town roads even during the harsh New England winters. And, we are extremely fortunate for a small town to have such an outstanding trained and equipped Fire Department and Emergency Medical Team. The single biggest budget item that community taxes support is our public education for students in kindergarten through 8th grade.

The Town's property tax year runs from July 1 through June 30. Payments are due in two equal installments: the first half on or before October 31 and the second half on or before April 30. Interest is charged and "added to" and becomes "part of the tax liability" at the rate of 9 percent per annum on any delinquent payments. Interest continues to accumulate on the delinquent tax amount for every day the balance remains unpaid.

Here is Basic Property Tax 101: Both real estate (land and buildings) and personal property (tangible goods) are subject to taxation, unless exempted by law or subject to another form of taxation, such as the excise tax. The property tax rate is applied to the value of land and buildings on all residential and commercial property. Both homeowners and business owners pay the same property tax rate, known as the mill rate. Property taxes are levied according to a mill rate, which is currently set at 15.15. For example, if your property is valued at \$141,100 then your tax bill would be \$2,137.67 ($141.100/1000 = 141.10 \times 15.15$).

One of the most asked questions about real estate taxes is, "Why did I get a tax bill when I sold my property?" Answer: Per state law, taxes are assessed to the owner of record as of April 1st. Pro-ration of taxes between buyers and sellers do not involve the town. Tax monies can be collected at the time of closing and appear on the closing statement but may not be actually paid to the town. If you have sold your property after April 1st, it is your responsibility to forward the bill to the current property owner. It is important that buyers and sellers understand tax obligations with regards to the Town and what may happen if taxes are not paid. Unpaid taxes could result in foreclosure for the new land owner and could have a negative effect on credit rating for the former owner.

Excise Tax is an annual tax that must be paid prior to registering a vehicle, camper, boat and some trailers for the privilege of operating on the public road and waterways. Except for a few statutory exemptions, all vehicles registered in the State of Maine are subject to the excise tax. The excise tax is calculated by multiplying the MSRP (manufacturer's suggested retail price) of the vehicle by the corresponding year's mill rate, which drops back on January 1st each year until the sixth registered year when the excise tax

remains the same. For more information please see the Maine Revenue Services website or contact the Division of Collection and Treasury.

| | | |
|--------------------------|--------------------------|--------------------------|
| 1st year .0240 mill rate | 2nd year .0175 mill rate | 3rd year .0135 mill rate |
| 4th year .0100 mill rate | 5th year .0065 mill rate | 6th year .0040 mill rate |

For example, a 3-year-old car with an MSRP of \$19,500 would pay \$263.25 ($\$19,500 \times .0135 = \263.25).

Lastly, I would personally like to thank, as a Woolwich resident and employee, the Selectboard for their relentless dedication of overseeing and appropriating taxes monies for services that best benefits the whole resident community. Kudos, Ladies and Gentlemen.

Town Clerk

Greetings to the residents of Woolwich. Congratulations to all our 2019 newlyweds and new parents, and welcome to all new residents!

2019 was an off year for elections, but we still saw 770 voters turn out for the November election. A citizen-led petition drive led to a town vote regarding the proposed New England Clean Energy Connect (more commonly known as the CMP Corridor). It was wonderful to see local democracy in action! Looking forward to November of 2020, if any residents are interested in working at the polls on Election Day, please contact me at townclerk@woolwich.us. On behalf of the Town, I would like to thank all of our excellent election workers for their hard work.

A reminder that the Town Office hours are now as follows:

Monday 9-5
 Tuesday 9-5
 Wednesday 9-6
 Thursday 9-4
 Friday 9-3:30

Shellfish Licenses 2019

6 Resident Commercial
 1 Non-Resident Commercial
 4 Resident Recreational
 2 Non-Resident Recreational

Dog Licenses 2019

33 Unaltered 317 Spayed/Neutered 1 Kennel License

Reminder: New dogs must be licensed after 6 months of age and each year thereafter and owners must show proof of a current rabies vaccination. This may be done at the Town Office, by mail, by phone with a credit card, or online through the Maine.gov website. Fees are \$6 altered, \$11 unaltered.

Inland Fisheries and Wildlife July 2018-June 2019

| | | | | | |
|-------------------|----|-------------------------|-----|----------------|----|
| ATV – New | 31 | ATV – Renewal | 80 | ATV – Transfer | 2 |
| ATV – Duplicate | 1 | | | | |
| Snowmobile – New | 34 | Snowmobile – Renewal | 61 | Snow – Xfer | 0 |
| Boats – New | 66 | Boats – Renewal | 285 | Boats – Xfer | 0 |
| Boats – Duplicate | 3 | Boats – Milfoil Upgrade | 4 | PWC – New | 3 |
| PWC – Renewal | 4 | | | | |
| Hunt / Fish Combo | 43 | Hunting | 23 | Fishing | 72 |
| Archery | 1 | Expanded Archery | 2 | Crossbow | 1 |

| | | | | | |
|---------------------|---|---------------|----|------------------|---|
| Migratory Waterfowl | 3 | Jr. Hunt | 7 | 1-day Fish | 5 |
| Coyote Night Hunt | 1 | Muzzleloader | 13 | Bear | 0 |
| Spring/Fall Turkey | 5 | Small Game | 1 | Over-70 Lifetime | 1 |
| NR Hunt/Fish Combo | 0 | NR 3-day Fish | 1 | NR Season Fish | 3 |
| Saltwater Fish Reg | 9 | Res Superpack | 1 | Over-70 Upgrade | 2 |

VITAL STATISTICS RECORDS 2019

In Memory Of:

| Decedent Name | Age | Resident Town | Date of Death |
|-----------------------------|------------|----------------------|----------------------|
| Allen, Stephen W. | 78 | Woolwich | 01/16/2019 |
| Campbell, Rosemary Ann | 91 | Woolwich | 04/08/2019 |
| Collins, Sandra Ann | 65 | Woolwich | 11/29/2019 |
| Curtin, Edward Joseph | 88 | Woolwich | 01/13/2019 |
| DeLong, James Frederick | 84 | Woolwich | 04/11/2019 |
| Dow, Janice P. | 87 | Woolwich | 08/09/2019 |
| Draper, George E. | 79 | Woolwich | 09/20/2019 |
| Dyer, Spencer Braeden | 20 | Woolwich | 10/30/2019 |
| Evan, Mary Campbell | 68 | Woolwich | 11/01/2019 |
| Gingrow, John G. Sr. | 86 | Woolwich | 09/01/2019 |
| Hewes, Bradley Wayne | 65 | Woolwich | 12/14/2019 |
| Holbrook, Randall Bradford | 71 | Woolwich | 04/23/2019 |
| Kempner, Natalie K. | 95 | Woolwich | 11/14/2019 |
| Kenney, Gloria Altena | 81 | Woolwich | 11/25/2019 |
| Leonard, John Francis III | 71 | Woolwich | 12/06/2019 |
| McLean, Dana P. Sr. | 66 | Woolwich | 08/13/2019 |
| Morang, Judith Ann | 74 | Woolwich | 04/10/2019 |
| Morgner, Ludwig Ewald | 95 | Woolwich | 11/04/2019 |
| Panetski, Stanley F. Jr. | 76 | Woolwich | 06/18/2019 |
| Plummer, Wesley Daniel | 70 | Woolwich | 05/06/2019 |
| Sawhill, Bettina T. | 95 | Woolwich | 05/06/2019 |
| Stone, Joline Evelyn | 76 | Woolwich | 12/10/2019 |
| Wright, Ralph Cleveland III | 73 | Woolwich | 04/17/2019 |
| Wyman, Barry Lee | 58 | Woolwich | 07/31/2019 |
| Total | 24 | | |

There were 25 births in 2019.

Marriages 2019

| Party A Current Name | Party B Current Name | Date of Marriage |
|-----------------------------|--------------------------------|-------------------------|
| Whittaker, Ashly Lynn | Ponziani, Coty Michael | 04/06/2019 |
| Baker, Christina Marion | Field, Chandler Allen | 05/01/2019 |
| Williams, Logan Bryce | West, Kaley Loos | 07/07/2019 |
| Riva, Brandon Edward | Boyce, Carly Jeanne | 07/20/2019 |
| Fear, Samuel Wilson | Crom, Anne Maraike | 07/20/2019 |
| Delano, Tenlee Louise | Hodgdon-Robson, Morgan Everett | 07/20/2019 |
| Lamarre, Tina Beth | Coffin, Craig Donald | 08/03/2019 |
| McLaughlin, Megan Ellen | Norwood, Timothy Robert | 09/01/2019 |
| Power, Brian Farley | Pederson, Heather Elizabeth | 08/31/2019 |
| Olm, Natalia | Jamrog, Gregory Norman | 09/01/2019 |
| Melanson, Barbara Louise | Baron, Scott Edward | 10/05/2019 |
| Goudreau, Lindsey Elizabeth | St. Peter, Jacob Anthony | 09/28/2019 |
| Martin, Mikaela Fay | Holloran, Nathan William | 09/21/2019 |
| Ryan, Andrew James | Hayward, Jennifer Grace | 09/28/2019 |
| McLeod, Noreen Nicole | Lund, Alexander Hall | 10/05/2019 |
| DeRice, Jazmin Helena | Miller, Christopher Wendell | 10/27/2019 |
| Gallant, Lindsey Leigh | Balducci, Jeremy Robert | 09/27/2019 |
| Hagerthy, Ellen Joane | Bishop, Raymond Arnold Sr | 11/23/2019 |
| Ferry, Michael James Jr | Eslinger, Hilary Neilson | 11/27/2019 |
| James, James Hartness | Jankowski, Ellen Theresa | 12/21/2019 |
| Morales Ralda, Jose Julio | Topden, Wanchuk Raptan | 12/31/2019 |

Annual Report of the Selectboard

It's our pleasure to serve this Town for another year. People often ask us what we do other than meet twice a month. Some of the many tasks we take on include creating the annual budget and Warrant for the Town Meeting's consideration. We look through every line in the Town budget, compare it to spending, and see if there are ways to reduce costs while still providing services that residents need. We also oversee the office staff, send out Requests for Proposals for various projects and big expenditures, consider bids, work with the contractors we hire, serve on various Town and local committees, and set up and break down Elections infrastructure.

We'd like to start with praise and thanks for our Town staff. Kim Dalton's steady hand at the helm of the Town Office staff for a year as Town Administrator has provided consistency and quality, Chelsea Lane continues to run elections flawlessly, and Candace Murphy of Woolwich is our new Tax Collector. Thanks for stepping up to serve!

Thanks to volunteers who stepped up to the plate, we helped shepherd a Town Marijuana Committee which carefully and methodically waded through the state regulations to develop four draft ordinances for voters to consider at the upcoming Town Meeting on April 29. Thank you, Allen Greene, William Longley, Jr., Susan Mikesell, Jennifer Ritch-Smith, Barbara Sawhill, Sayra Small, and Tom Stoner, for your work on this.

Residents presented a citizens petition for Woolwich residents to weigh in on the CMP corridor this year. Voters opposed the corridor, and we sent those results to CMP.

We are grateful to the Communications Committee for implementing a new Town website. Using funds generated by the franchise fee from Comcast, committee members sought vendors, examined the applications, and chose a vendor known for their municipal work. We have been very lucky to have volunteer J. Collins oversee the website for many years. Thank you!

A fatal accident on Route 1 that took the life of Woolwich resident Barry Wyman prompted us to call for a safety audit, which Maine Department of Transportation conducted. When they presented their results, they discussed a couple of possible changes to the western end of the George Wright Road intersection with Route 1 and the Nequasset Road and Route 1 intersection.

Also related to Route 1, we've been participating in the feasibility and engineering project spearheaded by the Kennebec Estuary Land Trust to restore the Back River salt marsh upstream of Route 1. We expect the study to be completed this year. This work is being done by various state and federal environmental agencies and we are grateful to Town residents who have graciously allowed the scientists to access the marsh to do their research. This project may also result in raising the level of Route 1 in that area.

Finally, MDOT held an initial public meeting on its plans to replace the railroad overpass (Station 46) on Route 1 between the Taste of Maine and the western end of George Wright Road. Thank you to everyone who attended. MDOT left with a lot of new insights to inform their plans. This is a 2-year project and is slated to begin in 2021.

We participated in a forum in Topsham this past fall on the possibilities of municipal solar in that Town. Our experience in Woolwich has been helpful to others in their processes. We are also presenting information about Woolwich's experience at the upcoming Maine Resource Recovery Association meeting in April.

Once again, the Heating Assistance Fund is available to residents in need. The fund is entirely funded by private donations from residents and local businesses. Please consider making a donation if you can, and many thanks to all who have generously donated to the fund. Your generosity has helped many residents. Selectboard members often handle the delivery of small amounts of fuel like kerosene and firewood. The Selectboard also extends its gratitude to Jack Shaw and Sons for providing salted sand for use by Woolwich residents.

At Town Meeting in April, we honored long-time volunteers and caretakers for the Town's Gould Cemetery John and Edna Kennedy, with the Town's Spirit of America award.

Finally, Town Committees help keep this Town running, and their volunteer members work hard to make this a better place. Please read their reports elsewhere in this publication. Committees are always looking for new volunteers and members so please find a way to contribute if you can. We and the Town are very grateful for your energy.

This is a great place to live and we are grateful for the opportunity to serve the Town. The Selectboard meets the first and third Mondays of each month in the Town Office on the second floor. The public is always welcome and we are interested in your input. In the meantime, stay in touch with us and let us know what we can do for you.

Respectfully submitted,
Dave King, Sr., Chair
Dale Chadbourne, Vice-Chair
Allen Greene
Allison Hepler
Jason Shaw

Planning Board

2019 proved to be another busy year for the Planning Board. In addition to the expected load of Site Plan and Subdivision reviews, and requests for special exceptions, the Board's agenda at the beginning of the year had as a focus the review and update of the town ordinances administered by the Planning Board. However, two issues came to dominate the year's agenda: impact on land use and zoning related to adult-use retail marijuana stores and facilities, and the review of Bath Water District facility improvements.

A significant amount of time over several months was devoted to the Site Plan review of the proposed improvements to the Bath Water District facilities. Questions related to jurisdiction, and conflicts in the town's existing shoreland zoning requirements drove much deliberation and consultation. Also, the facility improvements and the related mandatory security upgrades affected access to the camp of a long-time summer resident. This introduced additional collateral complications into the discussion.

As a follow-up to the legalization of retail adult-use marijuana in Maine, the Planning Board sponsored a survey to gauge the opinion of residents with regard to allowing retail marijuana stores and facilities in Woolwich. Board member Tom Stoner led the survey effort, and represented the Planning Board on the special committee chartered by the Selectboard to study the issue and prepare drafts of the governing ordinances for consideration at Town Meeting. The Board subsequently took the input from the committee and developed the final draft of the changes to the Town's Planning and Site Plan ordinances.

The Board also reviewed the E911 ordinance, with Board member Mike Field leading the review effort. Additional administrative updates to the Site Plan, Planning, and Sign ordinances were drafted for consideration at Town Meeting. We also investigated, in conjunction with the Board of Appeals, a proposal for a seal rehabilitation facility for Marine Mammals of Maine.

Topics for consideration in 2020 include zoning for emerging land usage, e.g. Tiny Homes and Air BnBs. The Planning Board will also pursue developing a formal Charter/By-laws for approval by 2021.

Regular meetings are scheduled for the first Monday of each month at 6:30 PM unless the first Monday is a holiday. Meetings are held in the downstairs meeting room at the Town Office (take the elevator to the basement). Agendas and notices of meeting changes/cancellations are posted on the Town Office website by the Friday prior to the scheduled meeting day. Citizen input and participation is encouraged. Please contact the Chairman, Gregg Buczkowski (bucky80847@gmail.com), by Wednesday of the week prior if you have an issue to be included on the agenda. We work closely with our Codes Enforcement Officer (CEO) Bruce Engert (codes@woolwich.us). The CEO is a good initial point of contact for most land use and zoning questions.

I thank all the Board Members for their devotion and hard work. A special thanks to Debbie Locke our faithful scribe for documenting our proceedings.

Gregg Buczkowski, Chairman

Board: Gregg Buczkowski (Chair), Gaius Hennin (Vice Chair) Leigh Callahan, Paul Dumdey, Mike Field, Debbie Locke, Tom Stoner

Shellfish Warden

For some people, it isn't summer until you have spent time on the clam flats with the family and ventured into the world of clam digging. You can make an appointment with your shellfish warden to go clam digging just about any nice sunny day. Access to the clam flats in Woolwich can be quite challenging and require a considerable walk or the use of a boat, however some of us can step out the back door and are on the clam flats.

Another option can be found if you choose to dig in Reid State Park where there is no license requirement. Most people, though, have to pay a park entry fee. Participants will learn the art of harvesting soft shell clams, a bit about their basic life cycle, along with some clam biology and water quality which all goes along with keeping the clam flats open and safe for all to enjoy.

Prior to harvesting any shellfish in Woolwich, an individual must first obtain a shellfish license from the town office. At that time, ask the Clerk if there are any conservation closures in effect and also look at the applicable Administrative Letters which can be found on the bulletin board in the entryway. Be especially cautious in the spring when we can expect heavy rains which may close all our flats. Another springtime problem we routinely face is Red Tide (Paralytic Shellfish Poisoning). This will usually affect Blue Mussels, Carnivorous Snails and European Oysters, and can last all summer. For the most up to date status of any flat, visit the Maine DMR web site and go to Shellfish Sanitation & Management. There you will find a wealth of information for the most up to date status of the flats. This way you can be absolutely sure that the flats you plan to dig on are open. If you need assistance with this procedure please call me at home for guidance through the site.

Please remember that if you use someone else's property to get to the clam flats, you must first obtain permission from the owner.

Red Tide Hotline number is 1-800-232-4733. If you have a problem understanding this recording, please look at a chart or map to find the points of reference being spelled out. If you are still in doubt, please call me at home 371-2732 so I can provide assistance.

Respectfully submitted,
Jon L. Hentz
Woolwich Municipal Shellfish Conservation Warden

Shellfish Conservation Committee

For the 2018/2019 season the shellfish committee focused on seed recruitment boxes. Our shoreline access was lost so our efforts mostly consisted of preparing boxes for the spring season, some boxes have been deployed in hopes of catching seed clams for the fall. We also arranged a re-seeding that had to be postponed due to this springs Covid-19 issues. Our hope is to resume business as usual before fall and work on the re-seeding and seed recruitment with the boxes.

Respectfully submitted,
Daniel Harrington

Woolwich Historical Society

Thank you for your continuing support of our Town's museum and the Woolwich Historical Society! Through a Town appropriation, membership and annual fund donations, your donations and purchases on Woolwich Community Day and at our fall dinner & silent auction - it is evident that there is support for maintaining this place for the preservation of Woolwich History.

JC and the Board welcomed visitors on Sunday afternoons (12-4) during June, July & August and by appointment, and responded to questions (mostly genealogy) requested by email. We have a Facebook page which is updated frequently with photos and old newspaper articles, and invite you to check it out. If YOU have old Woolwich photos - people and places - we would love to borrow them for posting! (My email is at end) They have generated such interesting conversations! We were represented at the Town History Series at the Patten Free Library by Nathan Lipfert sharing "Woolwich Shipbuilders and Shipyards."

The recipients of our Distinguished Service Award this year were Jack Shaw & Sons. Jack & Sharon, sons Jason & Stacey, daughters Shawnee (Chris) & Juliet & Tammy (Carl), & their daughter Cheyenne & husband Nick. All have helped both the Historical Society and the Town in significant ways over all the years of the family's long history in Town.

We are very appreciative to have been the recipients, for a 2nd year, of a significant donation from the "Share the Love" promotion of Subaru of America as Bath Subaru's local charity. That the McElmans chose us was very special. It enabled us to finish siding the front of the Museum building and begin inside renovations. Under the direction of Barbara Richards, Jan Stephen & Pat Shaw & Carol Grose & Bill & JC Donahue put in long hours in the office & kitchen & pantry - and they have been repainted & reorganized. Next to be done will be the entrance display room. We look forward to your visit in the summer of 2020 to check it out!

In addition to our Facebook page, we encourage you to check out the displays rotating through the case in the reception area at the Town Office. Displays in 2019 included items from the Woolwich Fire Department's museum, the Nequasset Meeting House, and Christmas ornaments.

We continue to participate with the rest of the Town in Woolwich Community Day ... selling baked goods, sponsoring a pie making contest, and having the Museum open. And we supported the Town as it sold hamburgers & hotdogs. Special appreciation to the Woolwich Fire Dept. for setting up a large tent, which found residents enjoying food at tables in the shade - and much conversation.

If you have ideas for programs, or any questions, please contact any member of the Board. Again - thank you for your support! If you have not visited the Museum - please make a point of doing so THIS year!

Debbie Locke, President (joyful@gwi.net)

Board: Collette Coombs, Tammy Given (Treas.), Sherry Goodkowsky, Carol Grose, Amy Hennin, Allison Hepler (Sec.), Debbie Locke (Pres.), Todd McPhee (VP), Barbara Richards, Vince Shatto, Jason Shaw, Jan Stephen

Nequasset Meeting House

The Meeting House was open for 2 major events in 2019. As per Town tradition, there was a Veteran's Day Service and the Holiday Sing. The speaker for the Veteran's Day service was Paul Eich. Music for both events was provided by the Montsweagers and additional townspeople. Both were organized by the Town Special Events Committee and were quite well attended. In addition, the building was opened occasionally for people visiting the Historical Society Museum who were also interested in seeing the inside of the Meeting House. If YOU have never been inside, please make it a point to do so this year!

The Committee met informally to clean the building before the scheduled programs.

We were told a number of years ago that it would help preserve the building if we were to have a vapor barrier installed in the crawl space under the building, and that the building is structurally sound enough to make this worth it. That was done in December. Additionally, we have been told by our insurance company that work needs to be done on the outside of the building - fixing the soffits on the west side, repainting all of it and fixing some of the siding. This will be costly ... and may need to be done in phases. It is a significant piece of Town history which we would like to see be maintained. The Fish Commission has contributed a significant amount of money from sales of alewives toward this expense.

Although not a responsibility of this committee, note needs to be made that, under the direction of Museum docent JC, a great deal of work was done by a number of volunteers in the adjacent cemetery - cleaning and identifying stones. Additional thanks to the Woolwich Fire Dept. for special assistance.

The job of this committee is to recommend maintenance to the selectboard & townspeople, and to do light cleaning as needed. We would like to have a few more members on the committee - if YOU are interested, please let the Town Office know.

Debbie Locke, Committee Chair

Sylvia Carlton
Carol Grose
Chris Stacy Hallowell
Debbie Locke
Barbara Richards
Pat Shaw
Jason Shaw

Monument Committee

This year the Monument Committee wishes to report that the Tanner Square Monuments are in excellent condition. Both east and west sides have been nicely mulched, and the flowering shrubs have been nicely trimmed.

Again, the memorial will be planted with appropriate flowers and a new United States flag will be flown on Memorial Day. The committee wishes to thank the Veterans of Foreign Wars for placing the wreath between the two monuments to honor all who have served our Country.

It is hoped again that the townspeople will, at the annual town meeting, raise and appropriate funding for the up keep of the monument area which is a showcase of the Town.

Respectfully submitted,
Woolwich Monument Committee

Fish Commissioners

The 2019 Woolwich fishing rights were awarded to Steve Bodge based on his proven experience at Nequasset and his fisheries stewardship. This year's harvest was 1573 bushels, an increase of over 200 bushels from the prior year and one of the most successful harvests over the last 30 years.

A 2019 physical count of fish into Nequasset Lake was directed by KELT. The count and harvest catch showed favorable correlation and that escapement to the lake was maintaining a sustainable migration based on Maine DMR standards. Scale sample collection to support DMR biological data was also provided as requested. KELT will continue the fish count in 2020 and is encouraging volunteers to assist. The portable safety rail at the counter's station on the dam was installed for the 2019 migration.

Last year's operation began with the failure of the harvester's hoist which had provided many years of service lifting the netted alewives from the water to the harvester's box in preparation for sale. It was determined the failed hoist was beyond repair and a lighter duty hoist was obtained for immediate use.

The dam owner, Bath Water District contracted with Chesterfield Construction to perform maintenance on the dam surface last summer which was done after the migration and in a manner to not interfere with the juvenile fish exiting the lake.

With completion of all known large fishway maintenance projects, and after several years of successful and profitable harvests, in 2019 the Fish Commission recommended a transfer of \$10,000 from the Fish House account to the Select Board. These funds were directed by the Select Board toward repairs at the Nequasset Meeting House.

Respectfully submitted,
Bob Stevens
Bruce McElman
Ray Robson
John Chapman
Bill Potter

Woolwich Community Recreation



Woolwich Community Recreation has had yet another amazing year of youth programming! From cheering, to t-ball, baseball, and soccer for grades K-6, family Sea Dogs and Red Claws games, to free swims and Summer Adventure Camp, we've been busy! And we couldn't have done it without the help of all our volunteer coaches and others who've helped from the sidelines – THANK YOU!!

There were two t-ball teams with 18 kids total last spring, big thanks to Gina Chesties and Brandon Cahill for coaching this fun group! Though we had a reduced number of kids sign up for baseball in 2019, we still had a great season. Thanks to Dave Phillips for some fantastic skills and loads of fun!

Woolwich loves soccer! We had 100 players this year on ten different teams! Thanks goes to the many coaches who lead this community event: Matt Bachman,



Steve Griffiee, Brandon Cahill, Leslie Gallant, Amy Jones, Christina Ambrose, Annie Sarbanis, Kelsie Daigle, Allison Cosgrove, Darius Doak, Romy Polizotto, Deborah and Bella Nyguyen, Gina Chesties, Marc Meyers, and Kyle Beeton. We couldn't do this without you! As a thank you for use of the Woolwich Central School's fields, this year the Recreation Committee purchased aluminum sports benches for the soccer and baseball fields for use by the Woolwich Central School's sports teams, as well as the WCR teams.



Due to low registration, this year we were unable to run a basketball program, but many kids joined the Bath programs and had a fantastic season! Online registration for t-ball and baseball are live now on our website: www.woolwichrec.com. The season will run through May; sign your kids up today!

Last summer, thirteen kids joined for our third Summer Adventure Camp, and the weather was perfect! We hiked at a Woolwich land interest managed by the Kennebec Estuary Land Trust on Phipps Point Rd, we kayaked Nequasset Lake, we shot arrows with Registered Maine Guide Mary McCauley, and then camped overnight on Swan Island in Richmond. We all had a good time learning about and playing in nature together! Thank you to Kelsie Daigle, Apple Smith, and Emaleigh Moniz for leading this popular program!



This summer we will be offering another week of Summer Adventure Camp – scheduled from August 17-21, 2020. Watch for registration information on our Facebook page, website, and through email soon! Keep in mind that we offer partial and full scholarships for all our programming.



There have been three cheering teams this year: K-2 with 6 children, 2-4 with 12 children, and 4-6 with 15 children – that’s 32 in all! Thank you to Cara Kilton, Olivia Fuller, Grace Munsey, Audrey Kilton, Romy Polizotto, and Isla Polizotto for all your hard work this year!

This past October the weather cooperated, and we resumed the Woolwich Trick-or-Trunk! There were 11 vehicles decorated in the parking lot of the town office, including the town ambulance, and probably a couple hundred costumed kids. A fun time was had by all, maybe especially by the winners of the best decorated trunk, who won tickets to see the Red Claws play on March 6th!



Woolwich Community Recreation was able to get a group of kids together to create the high-five tunnel at this basketball game for the third year in a row, which is always a cute sight!

Once again, thank you for supporting Woolwich Community Recreation!

WCR Committee Members:

- Dena Bachman
- Brandon Cahill
- Kelsie Daigle
- Leslie Gallant
- Greg Smith



Special Events Committee

The Special Events Committee strives to build community spirit and promote pride among the residents of the Town of Woolwich by hosting several town-centered events throughout the year.

Woolwich Day, held on the first Saturday in August, has traditionally been the committee's most ambitious undertaking, with much assistance from the Woolwich Historical Society, the Woolwich Fire Department and many, many volunteers. Last year saw the Second Annual Nequasset Paddle which was even more well-received than the previous year and will be a keeper for the foreseeable future. We experienced much better overall attendance this year. A Woolwich Wildcats cheering presentation, a Chewonki natural history program, "Owls of Maine," and, of course, the sale of hamburgers and hotdogs were all very popular.

The Veterans Day service, held at the Nequasset Meeting House on November 11 was an opportunity for townspeople to remember and honor all veterans for their service to our country. Our guest speaker, Paul Eich, Commander, United States Navy, served as a Naval Aviator. He was awarded the Bronze Star Medal for meritorious service in Iraq during 2006 and 2007. Commander Eich completed three combat tours and retired in 2012, after 23 years of service. Music was graciously provided by the Montsweagers and by Doug Protsik and Sharon Pyne.

The Town's 27th Annual Tree Lighting and Yule Sing was held at the Nequasset Meeting House on Sunday, December 8. The Christmas tree was lit by this year's honored guests, Lloyd and Collette Coombs. A festive time was had by all singing holiday songs and enjoying music and vocals by the Montsweagers, Doug Protsik and Sharon Pyne and Rina Van Valkenburgh. Pastor Clay Porr offered a touching Christmas message based on "A Charlie Brown Christmas" (the Wreaths Across America convoy passed through during this time). We were graced with the lovely voices of Olive Beeton performing "I'll Be Home for Christmas," Rina Van Valkenburgh performing "Noel" and Victoria Harvey performing "Come On, Ring Those Bells." Selectboard Chair, David King, and Deputy Fire Chief, Glen Kirkpatrick, each extended best wishes to the audience for a joyful and safe holiday season. Youngsters gathered in anticipation to hear Ann Pierson's reading of "Twas the Night Before Christmas," despite some curious sounds coming from the roof. Lo and behold, Santa made a grand entrance to the delight of all! As want is most keenly felt during the holidays, a table was located at the entrance for guests to leave non-perishable food items for the Bath Area Food Bank. A huge thank you to all who contributed!

Community involvement is the power to bring positive, measurable change to our wonderful town. Please consider volunteering!

Kyle Beeton
Collette Coombs
Tammy Given
Janice Greene
Allison Hepler, ex officio
Jan Stephen

A special THANK YOU to Allen Green, Debbie Locke & Jason Shaw for their ongoing interest and support of this committee and all things Woolwich. They are very much appreciated!

Public Communications Committee

The major responsibilities of the Communications Committee include the Town's website, Facebook page, cable television, and an occasional newsletter. Past newsletters can be found on the Town's website: www.woolwich.us. Please let us know what you'd like to see in the newsletter.

The Town's Facebook page had 553 followers and 555 likes last year. The Facebook link is: <https://www.facebook.com/TownOfWoolwich>.

We are delighted to be working with a brand new Town website. Last year, voters at the Town Meeting approved funds from the Comcast franchise fees to develop a new webpage. After much discussion and interviews with a few vendors, we chose TownWeb Design, which works almost exclusively with municipal and state governments. Under the leadership of the Committee's new chair, Tommy Davis, the website has taken shape, using photographs donated from townspeople. Our hope is that it is useful, so please send us feedback, as well as announcements. You can sign up to receive information about upcoming meetings, committee openings, committee and selectboard agendas and minutes, and upcoming events. Please contact Kim Dalton, the Town Administrator, administrator@woolwich.us, with any questions or suggestions.

Speaking of the website, our long-time friend and volunteer J. Collins is retiring from his oversight and ownership of the website, something he has done for over ten years now. Thank you for all your hard work!

We also run the Town's cable television service. The Town's franchise agreement with Comcast was just renewed in September for ten years. As you might know, the Town receives a small percentage of fees charged to cable customers, which has been put into the General Fund. The channel's bulletin board is updated with Town notices on a weekly basis. We also provide regular programming, including two regular series, and two public service programs. All programming is shown at noon, 4 PM, and 7 PM. Special programming is also run Monday through Friday at 10 AM when available. Videographer Roger Baffer and his camera are at many Town events, and his videos can be seen on the television station.

The committee has also agreed to take on the task of developing a social media policy for the town employees and volunteers. A draft policy will be created for the review of the selectboard this spring.

Please let us know how we are doing, and how we can help keep people informed and engaged in issues and events that affect the Town. It doesn't happen without your help. We don't meet on a regular basis but get in touch with one of us if you'd like to join us.

Respectfully submitted,
Tommy Davis, chair
Allison Hepler, ex officio
Roger Baffer
Caelie Smith
Barry Todd

Solid Waste and Recycling Committee

The cost of road side collection of solid waste on Tuesdays and Wednesdays each week and materials to be recycled every other Monday is one of Woolwich's largest expenses. As a community we spent \$69,383 on tipping fees alone for 964.51 tons of waste and 197.25 tons of recycled materials (\$58,642 for solid waste and \$10,741 for recycling). The waste tipping fees were \$60.40 (Jan-June) and \$61.13 (July-Dec) as stipulated by contract with ecomaine. Tipping fees for recycling fluctuate depending on the value of what we place on the curb, the amount of contaminants in each load, and world markets for these materials. In 2019 the average per ton was \$54.42, or 10% less than that for solid waste.

The Solid Waste and Recycling Committee continues to monitor the expense of recycling and disposing of our waste, working with ecomaine and Riverside Disposal. We are satisfied with the quality of and cost for their work. After discussing the need to protect our environment and address climate change, we believe that town residents best engage those issues as citizens.

A Comparison of Annual Solid Waste and Recycling Tonnage:

| Year | RECYCLING | | Cost per ton | TRASH | Cost per ton |
|-------------|-------------------|---------------|----------------|---------------|----------------|
| 2017 | Total tons | 233.78 | | 870.22 | |
| 2018 | Total tons | 234.71 | | 901.55 | |
| 2019 | Total tons | 197.25 | \$54.42 | 964.51 | \$60.78 |

Of the 964.51 tons of trash, we can conservatively assume that at least 25% of it was recyclables, which equals roughly 240 tons of recycling that we threw into our trash. If you multiply that by \$6.36, which is the difference that it cost the town in MSW tipping fees vs. RCY tipping fees, the town could have saved around \$1,325. Questions about recycling? Get in touch! info@ecomaine.org or ecomaine: 207-773-1738

The Committee meets when there is business on the 3rd Wednesday of each month at 7 PM. All are welcome. FMI please contact Jonathan Appleyard, jonathanappleyard@gmail.com or www.woolwich.us

Respectfully Submitted,
 Don and Eleanor Adams, Linda Crawford,
 Clark and Rosemarie Granger, Fred Kahrl, and
 Jonathan Appleyard, Chair
 The Woolwich Solid Waste and Recycling Committee

**Spring 2020 Household Hazardous
 Waste Collection**
 Saturday, May 9, 2020
 9AM - 1PM
 Bath Public Works Garage
 450 Oak Grove Avenue
 re-registration runs April 13 to May 8 and
 is required Please call 207 443-8357



Patten Free Library

On behalf of the Board, Corporators, and Staff of the Patten Free Library, thank you to the Town of Woolwich for making the Patten Free Library *your* library. Your support of the library in 2018-19 has enabled:

| | |
|----------------|---|
| 154,519 | people to visit the Library |
| 130,886 | total items to be borrowed |
| 27,635 | items to be borrowed and loaned through interlibrary loan |
| 12,087 | people to use the public computers |
| 8,479 | reference questions to be answered |
| 8,993 | eBooks and audiobooks to be borrowed |
| 5,712 | items to be added to the collection |
| 4,061 | people to participate in 231 children's programs |
| 1,710 | people to attend 58 adult programs |
| 2,220 | young adults to participate in 199 programs |
| 322 | children to participate in the Summer Reading Program |
| 43 | teens to participate in the Teen Summer Reading Program |

Some highlights of the Library's service in 2018-19 include:

- The 15th Annual Town History Series, featuring Woolwich: "Woolwich Shipbuilding and Shipyards" presented by Nathan Lipfert
- The opening of a brand new Reference Area, Group Study Room, and Teen Space
- *Treasure Island* children's summer reading program with 322 participants; 61 of them from Woolwich
- 3 Teen Writing Contest award winners from Woolwich

Our mission is to transform lives, inspire lifelong learning, preserve local history, and build community through joyful, creative exploration and dialogue for the citizens of Arrowsic, Bath, Georgetown, Woolwich, and West Bath.

Maine Municipal Association
60 Community Drive, Augusta, ME 04330
Telephone: (207) 623-8428 • Website: www.memun.org

What is the Maine Municipal Association? Who does it serve?

The Maine Municipal Association (MMA) is a voluntary membership organization of Maine's cities and towns whose mission is to provide services and programs to strengthen and promote local government. It is not a state agency. It is a non-profit, non-partisan organization founded in 1936. MMA helps elected and appointed officials from its 490 member communities perform their municipal duties. A twelve member Executive Committee comprised of municipal officials from throughout the state governs MMA.

What programs and services does MMA provide its members? Who benefits?

On a daily basis, municipal officials can receive crucial assistance in the performance of their many local duties from MMA, including core services such as:

- **Legal opinions** and training from one of MMA's six municipal attorneys;
- **Information and counsel** on a vast array of municipal and personnel laws and regulations;
- **Legal handbooks and manuals** explaining the responsibilities of elected and appointed municipal officials;
- **Seminars and training programs** on relevant local government topics;
- **Workshops** on specific municipal duties and functions;
- Access to information, reference materials and research on **MMA's website**;
- **Publications** that deliver useful and timely information on topics of importance to cities and towns; and
- **Advocacy** and representation before legislative committees and state agencies on proposed laws and regulations that affect municipalities and their citizens.

MMA's members also take advantage of **cost-effective, group insurance** offered by the Association's Risk Management Services programs for property and casualty insurance, unemployment compensation and workers' compensation coverage as well as employee health and other benefits through the Maine Municipal Employees Health Trust. These programs enable municipalities to take advantage of group purchasing power and group self-insurance, with comprehensive insurance services and coverages tailored to meet the needs of local governments and their employees at competitive costs. Local officials govern these non-profit programs. Municipal members of the programs have a direct influence on their costs by being proactive in employee health, safety and loss control efforts with the help of the Association.

While MMA's services and programs are designed for municipalities and municipal officials, local citizens derive benefits from their town's membership – benefits that come from their town's access to legal and personnel advice, comprehensive training programs and cost-effective group insurance programs.

How does MMA fund its array of services and programs for municipalities?

Municipal members pay annual dues, based upon population and valuation, to receive MMA's core services like legal advice and training programs. Members in the various MMA and Health Trust group insurance programs pay contributions for coverage and services.

How does MMA determine the positions it takes on legislation or citizen initiatives?

MMA's legislative platforms, policies, and positions are developed by a 70-member Legislative Policy Committee (LPC), which is made up of two municipal officials from each of the state's 35 Senate Districts. The LPC representatives are elected to that position by the municipal officers within their Senate District.

How can I learn more about the Maine Municipal Association?

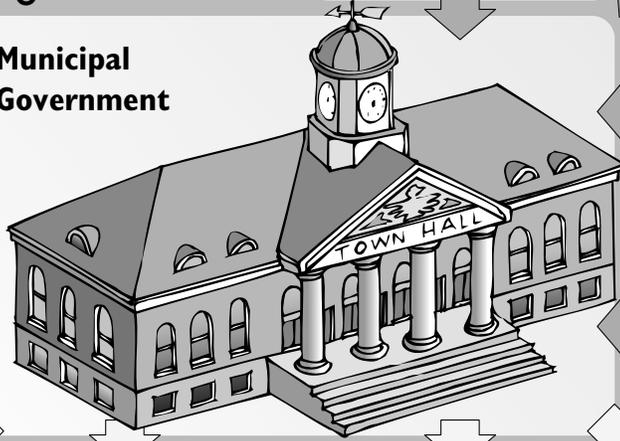
Visit the MMA website - www.memun.org - for more information and to learn about the services and programs MMA offers Maine's cities and towns.

Municipal Government In Maine

How it works, who pays for it and where the money goes.

This poster shows the many services provided by local government in towns and cities in Maine. It also shows how the town or city collects money to pay for the services.

Municipal Government

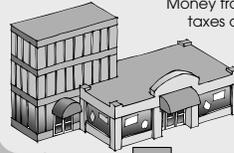


Citizen Involvement

Active citizen involvement is necessary for good government. Local people can get involved in many different ways. They can: serve on a council or board of selectmen, serve on a board or committee, attend a council or selectmen meeting or attend an annual town meeting.

From businesses

Money from local taxes and fees



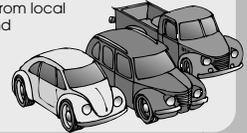
From people and homes

Money from local taxes and fees



From car and truck owners

Money from local taxes and fees



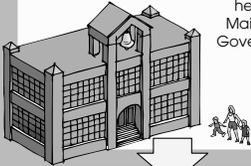
From state and federal government

Money from state and federal taxes



Schools

Local people pay for the schools in their communities with the help of the Maine State Government.



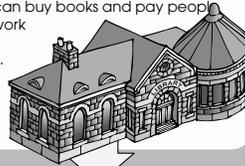
Police Department

Some of the taxes and fees people pay go to their community's police department. This helps the police have the cars and things they need so they can keep your town safe.



Library

Libraries get money from the local taxes people pay. With this money, they can buy books and pay people who work at the library.



Parks and Recreation

Many towns and cities in Maine have parks and public activities. The money that people pay for taxes goes to help keep these parks clean and beautiful. It also provides activities for children and adults, like softball games and other recreational programs.



Fire Department

In Maine, some towns have volunteer firefighters. But they still need money to buy trucks and equipment so they can protect your home and town from fire and other dangers.



Highway or Public Works

It is important to keep highways and streets safe, and that costs money. Some of the taxes people pay goes to fix streets and plow snow.



Recycling and Trash

Your town or city is in charge of collecting trash. With the money they get from taxes they can buy garbage trucks and pay workers to keep your town clean and safe.



Animal Control

When a wild animal is in someone's back yard or a dog is loose, animal control is called to help. They have the equipment and animal experts they need because of the money from taxes.



General Assistance

Sometimes families do not have enough money for food or other things they need to live. Towns help these people by giving them money for emergencies. Everyone in the town helps these families when they pay taxes and fees.

Municipal services are different in each town. To find out more about municipal government in Maine, you can visit the Maine Municipal Association's web site at www.memun.org

The Maine Municipal Association, founded in 1937, is one of 49 state associations in the United States that provides valuable services and supports municipal government.

LOCAL GOVERNMENT
begins with YOU



Maine Municipal Association

©2010
www.memun.org

60 Community Drive
Augusta, Maine 04330
(207) 623-8428

Bath Water District Trustee

Meetings with the Select Board

As the Woolwich Trustee to the Bath Water District, I met quarterly with the Select Board to update them on activities concerning the District, and would take back to the District any concerns and issues that the Select Board and town might have. The Select Board was advised as to the special projects being undertaken by the District to include examining and preparing the Fish Ladder for the season, weather information and forest harvesting projects, Friends of Nequasset, the Nequasset Lake trail projects and upgrades to the distribution system in the town of Woolwich.

Bath Water District Activities

The District participated with the Woolwich Events Committee for the Nequasset Lake paddle event which occurred during Woolwich Days. The District provided blue and white bibs for the racers that can be used in future years.

All interested parties (Town of Woolwich, District, MDOT and KELP) are working together to come up with a plan and funding to redesign Route One over the in-flow/out-flow culvert near the Taste of Maine.

In order to make the District's water treatment plant, located adjacent to Nequasset Lake, more efficient, a third filtration bed will be installed in 2020. This will include an expansion of the building, construction of the third bed, an upgrade of the security system and fencing. The planning and initial financing of \$3.3 million have been completed with the construction to start in the spring of 2020.

The District continued to assist with water system and fire protection design and installation for the new Morse High School.

Nequasset Lake Dam was repaired over the summer to help stabilize the structure from future deterioration.

The Bath Water District continued to do system upgrades and long range planning in order to keep the distribution system and facilities operating at peak efficiency. The long term objective is to mitigate leaks and problem areas within the system by replacing old pipes and increasing the efficiency of the distribution system. There were no projects undertaken in Woolwich in 2019.

The electronic meter reading system is up and running and recently-installed antennas are able to receive readings from all the District's meters including Woolwich. The system will also enable the District to look for leaks or high water usage to save consumers money on large water bills. Going forward, the meter reading and customer bills will become an office function, freeing up employees for other projects.

The District conducted routine and regular bacteriological compliance sampling throughout the distribution system, as well as sampling on Nequasset Lake and monitoring lagoon discharge requirements. The District passed all required tests for water quality and continued watershed protection by monitoring land use activities within the entire watershed, with particular emphasis on making sure that the erosion control activities are maintained and effective. During open water in Nequasset Lake, the treatment plant personnel conduct weekly water quality monitoring of various water quality parameters. This data allows

the District to track the historical trends as well as document any significant changes to the overall health of the lake. The District uses its certified water testing laboratory for many of the water quality tests.

The Bath Water District continues to participate with other districts in the area in the entity called the Five Rivers Regional Water Council. This allows for better communication, coordination of resources among the member districts, assistance and purchasing discounts. A report detailing how all the member districts can work together was completed and data summarized for the members. The council is composed of, Richmond, Bowdoinham, Brunswick/Topsham, Bath (including Woolwich), Wiscasset, Boothbay and Damariscotta/Newcastle.

The District continually worked with legislators and agencies, and monitored proposed rules and bills that would affect the watershed and customers.

The District continued to work on and upgraded the system interconnection between the District and the Brunswick/Topsham Water District located on the Old Bath road. It is important that both systems have access to a continuous supply of water.

Nequasset Lake Fish Ladder Repair Project

The Fish Ladder was upgraded and checked by the District for the season with the fish arriving the second week in May. The Alewife production for 2019 was average for the season. The fish count was conducted by volunteers coordinated by Kennebec Estuary Land Trust.

Nequasset Lake Trail System

The District and Trustees continue to develop a trail system in the Nequasset Lake watershed which includes Bath Water District property. The Bath Water District takes the position “use but don’t abuse” regarding the use of its properties.

Nequasset Lake data

The map showing the depths of Nequasset Lake is posted on the town’s website and in the town office. This map can also be enlarged and downloaded from the District’s website. The lake weather data is updated periodically and is available at the town boat launch or from the District. The ice out date was officially recorded as April 8, 2019.

Forest Projects

The District completed a Forest Management Plan and continued to harvest the forest inventory and forest restoration on its properties around the lake pursuant to the plan. The District applied for and was granted a Forest Canopy grant to help implement the forest plan. The first harvest site (2016) was along the west side of the lake north of the treatment plant. The second harvest site (2017) was off Delano Road on the east side of the lake and the third site (2017) was at the storage tank on Witch Spring Hill. The fourth site (2017) was at the north end of the lake off the Old Stage Road. The fifth site (2018) was opposite the treatment plant on the east side of the lake. In 2019 work continued on the north end of the lake. The plan for 2020 is to circle back to the Delano Road property and then to the Middle Road property. The objective is to do consistent and selective cutting and harvesting that is intended to improve the health of trees and vegetation in the watershed.

Respectfully submitted,

Michael Sinton

Trustee to the Bath Water District from Woolwich

WILLIAM H. BREWER*Certified Public Accountant**858 Washington Street**P.O. Box 306**Bath, Maine 04530*-----
(207) 443-9759

INDEPENDENT AUDITORS' REPORT

Board of Selectmen
Town of Woolwich
Woolwich, Maine

We have audited the accompanying financial statements of the governmental activities and each major fund of the Town of Woolwich, as of and for the years ended June 30, 2019 and 2018, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Town of Woolwich as of June 30, 2019 and 2018, and the respective changes in financial position, and where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Woolwich's basic financial statements. The introductory section and the combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Bath, Maine

September 16, 2019

**TOWN OF WOOLWICH
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
FISCAL YEAR JULY 1, 2018 THROUGH JUNE 30, 2019**

As management of the Town of Woolwich, I present this narrative to provide you with an overview and analysis of our financial statements for the fiscal year July 1, 2018 through June 30, 2019. This is the Town of Woolwich's sixteenth year of implementation of Statement No. 34 of the Governmental Accounting Standards Board (GASB). I encourage readers to consider the information presented here in conjunction with the basic financial statements to enhance their understanding of the Town of Woolwich's financial performance.

Financial Highlights

1. Total assets of the Town of Woolwich exceeded its liabilities by \$3,440,621.54.
2. The Town's total ending fund balance for all governmental funds combined was \$1,769,868.19 on June 30, 2019.
3. The Undesignated Unreserved Fund Balance (Surplus) is \$1,465,985.11 on June 30, 2019. This is an increase of \$19,687.62 from the previous fiscal year.

Overview of the Financial Statement

The Town of Woolwich's basic financial statements are comprised of four components:

1. Government-wide financial statements
2. Fund financial statements
3. Notes to the financial statements
4. The schedules provide supplemental information to the basic statements provided

Government-wide Financial Statements: The government-wide financial statements are designed to provide readers with a broad overview of the Town of Woolwich's finances in a manner similar to a private sector business.

The *statement of net position* presents information on all of the Town of Woolwich's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the Town of Woolwich's financial position is improving or deteriorating.

The *statement of activities* presents information showing how the Town of Woolwich's net assets changed during the fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in the statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the Town of Woolwich that are principally supported by taxes and intergovernmental revenues (governmental activities). The Town of Woolwich's governmental activities include General Government, Protection (fire, street lighting), Highways and Bridges (highway, winter maintenance, road construction and paving), Interest and Debt Service, Education Assessment, County Assessment, Health and Welfare, and Unclassified.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town of Woolwich, like other state and local governments, uses fund accounting to insure and demonstrate compliance with finance related legal requirements. All of the funds of the Town of Woolwich can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources, as well as on balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a governments near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of any near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The government funds financial statements are included in the audit that follows.

Fiduciary funds are used to account for moneys held for the benefit of parties outside the Town of Woolwich. Fiduciary funds are *not* included in the government-wide financial statements because the resources of those funds are *not* available to support the Town of Woolwich’s operational programs.

These funds are restricted for the cemetery trust funds. The fiduciary funds financial statement is included in the audit that follows on Schedule A-13.

Notes to the financial statements: the notes provide additional information that is essential to a full understanding of the data provided and are included in the audit that follows.

Other Information: the combining statements are presented immediately following the notes to the financial statements and are included in the audit that follows.

TOWN OF WOOLWICH FINANCIAL ANALYSIS

Statement of Net Position: As stated earlier, net position may serve over time as a useful indicator of a government’s financial position.

Financial Analysis of the Government’s Funds: The Town of Woolwich uses fund accounting to segregate specific types of funds and demonstrate compliance with finance related legal requirements. Town of Woolwich fund balances are included in the audit that follows.

Government funds: The focus of the Town of Woolwich’s governmental funds is to provide information on fiscal activity and balances of available resources.

The *general fund* balance started at \$1,446,297.49 on July 1st, unexpended funds lapsing to surplus totaled \$1,208,282.27; closeout of Due To/From Fire Truck Fund of \$2,700.00; Town meetings withdrawal of \$1,075,000.00; an increase in deferred tax revenue of \$31,297.51; and \$84,997.14 used for additional spending, leaving a balance of \$1,465,985.11 at June 30, 2019.

Analysis of the Budget: The Board of Selectmen serving in their primary role as the financial overseers of the community, met in various workshop sessions starting in January of 2019 to consider and review the budget for fiscal year 2020. After a full line item review of the budget - a final budget was adopted by the Board of Selectmen and recommended its passage at the annual Town Meeting held on May 4, 2019. Town Meeting approved the proposed budget that was presented by the Board of Selectmen for fiscal year 2020 in the amount of \$1,796,362.00. This budget was an increase of \$84,394.00 over the FY19 budget.

The Mil Rate History for the Town of Woolwich is as follows:

| 2009- 2010 | 2010- 2011 | 2011- 2012 | 2012- 2013 | 2013- 2014 | 2014- 2015 | 2015- 2016 | 2016- 2017 | 2017- 2018 | 2018- 2019 |
|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| 11.55 | 12.25 | 12.50 | 12.80 | 13.80 | 14.30 | 14.20 | 14.20 | 14.40 | 15.00 |

Capital Asset and Debt Administration: These assets include streets, land, buildings, vehicles, and equipment.

The Town of Woolwich has established and maintained the following capital reserve accounts for the purpose of contributing to the replacement and/or acquisition of new assets providing public services to our community. These were the balances at the end of the fiscal years.

| | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 |
|-----------------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| Municipal Buildings Reserve | \$ 56,134 | \$ 39,397 | \$ 30,952 | \$ 21,443 | \$ 20,367 | \$ 16,507 |
| Emergency Services Reserve | \$ 37,248 | \$ 37,304 | \$ 10,318 | \$ 26,152 | \$ 36,897 | \$ |
| Old Town House Reserve | \$ 3,707 | \$ 3,713 | \$ 3,450 | \$ 2,266 | \$ 2,009 | \$ 1,990 |
| Septic Reserve | \$ 14,515 | \$ 14,537 | \$ 14,558 | \$ 14,580 | \$ 14,602 | \$ 14,645 |
| Generator Reserve | \$ 11,504 | \$ | \$ | \$ 2,002 | \$ 3,005 | \$ 4,014 |
| Elevator Reserve | \$ | \$ | \$ | \$ 1,001 | \$ 2,003 | \$ 2,009 |
| Solar Panel Reserve | \$ | \$ | \$ | \$ | \$ | \$ 7,010 |

Long Term Debt: The Town of Woolwich's long-term debt outstanding at fiscal year-end totals \$383,400.00, a decrease of \$64,800.00 from fiscal year 2018. Detailed information of the Town of Woolwich's various outstanding long term debts can be viewed in Note D. Maine Statutes limit the amount of general obligation debt a municipality may issue to 15 percent of the Total State Town Valuation. We are well below our debt limit.

Currently Known Facts and Information:

I am very pleased to report that the town's financial structure is very secure. The town office has worked diligently in the collection of real estate taxes, motor vehicle registrations, and keeping costs down. With so many new faces over the last few years, it has been a pleasure to work alongside the Town Clerk, Chelsea Lane. She has been a great asset to the town.

At the May 4th Town Meeting, it was voted upon to have a full time EMS Department starting July 1st, 2019, with the purchase of a second ambulance.

This spring saw a very successful alewife harvest down at the fish way with a total of 1,573 bushels. There was also a need to purchase a new wench for the fish house.

I have enjoyed stepping into the role of Town Administrator and will continue to focus on the town's financial status. I would like to thank the town's people for helping keep our community a great place to live.

Request for Information: This financial report is designed to provide a general overview of the Town of Woolwich's finances for all those with an interest in the government finances. Questions and/or requests for additional information concerning these financial reports can be addressed to Town Administrator, 13 Nequasset Road, Woolwich, Maine 04579, telephone 207-442-7094.

Respectfully submitted,

Kim Dalton
Town Administrator

Exhibit A

TOWN OF WOOLWICH
STATEMENTS OF NET POSITION
JUNE 30, 2019 AND 2018

| | 2019 | 2018 |
|---|-----------------|-----------------|
| ASSETS | | |
| CURRENT ASSETS: | | |
| Cash (Note B) | \$ 1,295,708.99 | \$ 1,299,038.70 |
| Accounts Receivable (Note C) | 57,446.82 | 38,215.57 |
| Taxes Receivable | 190,606.92 | 140,553.81 |
| Tax Liens | 58,023.39 | 53,902.65 |
| Tax Acquired Property | 11,013.41 | 5,765.96 |
| Investments (Note B) | 365,573.42 | 357,586.13 |
| Prepaid Expenses | 1,510.00 | 850.00 |
| Due From Other Funds | 2,024.99 | 2,700.00 |
| Total Current Assets | \$ 1,981,907.94 | \$ 1,898,612.82 |
| PROPERTY, PLANT, AND EQUIPMENT (NOTE I): | | |
| Land and Improvements | \$ 220,248.00 | \$ 220,248.00 |
| Buildings | 968,517.00 | 968,517.00 |
| Equipment | 1,436,246.77 | 1,411,066.81 |
| Infrastructure | 3,826,270.86 | 3,686,404.72 |
| Total Property, Plant, and Equipment | \$ 6,451,282.63 | \$ 6,286,236.53 |
| Less: Accumulated Depreciation | 4,576,773.00 | 4,366,204.00 |
| Net Property, Plant, and Equipment | \$ 1,874,509.63 | \$ 1,920,032.53 |
| Total Assets | \$ 3,856,417.57 | \$ 3,818,645.35 |
| LIABILITIES AND NET POSITION | | |
| CURRENT LIABILITIES: | | |
| Notes Payable (Note D) | \$ 64,800.00 | \$ 64,800.00 |
| Accounts Payable - Trade | 15,156.37 | 896.55 |
| Due To Other Funds | 2,024.99 | 2,700.00 |
| Deferred Revenue (Note G) | 15,214.67 | 11,019.16 |
| Total Current Liabilities | \$ 97,196.03 | \$ 79,415.71 |
| LONG-TERM LIABILITIES: | | |
| Notes Payable - Net of Current Portion | 318,600.00 | 383,400.00 |
| Total Liabilities | \$ 415,796.03 | \$ 462,815.71 |
| NET POSITION: | | |
| Net Invested in Capital Assets | \$ 1,491,109.63 | \$ 1,471,832.53 |
| Restricted for: | | |
| Capital Projects | 47,174.16 | 78,883.89 |
| Other Purposes (Note F) | 256,708.92 | 210,469.52 |
| Unrestricted | 1,645,628.83 | 1,594,643.70 |
| Total Net Position | \$ 3,440,621.54 | \$ 3,355,829.64 |
| Total Liabilities and Net Position | \$ 3,856,417.57 | \$ 3,818,645.35 |

The accompanying notes are an integral part of the financial statements

Exhibit C

TOWN OF WOOLWICH
 RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
 TO NET POSITION OF GOVERNMENTAL ACTIVITIES
 FOR THE YEARS ENDED JUNE 30, 2019 AND 2018

| | <u>2019</u> | <u>2018</u> |
|--|------------------------|------------------------|
| GOVERNMENTAL FUND BALANCES: | | |
| Restricted for: | | |
| Capital Projects (Schedule A-14) | \$ 47,174.16 | \$ 78,883.89 |
| Other Purposes (Schedule A-4) | 256,708.92 | 210,469.52 |
| Unrestricted (Schedule A-3) | 1,465,985.11 | 1,446,297.49 |
| Total Governmental Fund Balances (Exhibit E) | <u>\$ 1,769,868.19</u> | <u>\$ 1,735,650.90</u> |
| Amounts reported for governmental activities in the Statements of Net Position are different because: | | |
| Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. | 1,874,509.63 | 1,920,032.53 |
| Notes payable are not due and payable in the current period and therefore are not reported in the funds. | (383,400.00) | (448,200.00) |
| Property taxes not collected within sixty days after year end are deferred as revenue in the fund financial statements. In the government-wide financial statements the revenue is income in the year it is assessed. | 179,643.72 | 148,346.21 |
| Net Position of Governmental Activities (Exhibit A) | <u>\$ 3,440,621.54</u> | <u>\$ 3,355,829.64</u> |

The accompanying notes are an integral part of the financial statements

Exhibit D

TOWN OF WOOLWICH
 RECONCILIATION OF THE STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES IN
 FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENTS OF ACTIVITIES
 FOR THE YEARS ENDED JUNE 30, 2019 AND 2018

| | <u>2019</u> | <u>2018</u> |
|--|---------------------|------------------------|
| Net Change in Fund Balances - Total Governmental Funds (Exhibit F) | \$ 34,217.29 | \$ 49,302.09 |
| Amounts reported for governmental activities in the Statements of Activities are different because: | | |
| Governmental funds report capital outlays as expenditures. However, in the Statements of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeds depreciation (depreciation exceeds capital outlays). | (45,522.90) | 157,139.00 |
| Repayment of debt is an expenditure in the governmental funds, but the repayment reduces liabilities in the Statements of Net Position. | 64,800.00 | 64,800.00 |
| The sale of assets is recorded as revenue in the governmental funds, but in the Statements of Activities it is reduced by the net book value of the assets sold. | | (366.00) |
| Proceeds of loans are revenue in the governmental funds, but the receipt of funds increases liabilities in the Statement of Net Position. | | (348,000.00) |
| Property taxes are deferred in the fund financial statements, but in the government-wide financial statements they are recorded as income the year they are assessed. | 31,297.51 | (24,856.97) |
| Changes in Net Position of Governmental Activities (Exhibit B) | <u>\$ 84,791.90</u> | <u>\$ (101,981.88)</u> |

The accompanying notes are an integral part of the financial statements

Exhibit E

TOWN OF WOOLWICH
BALANCE SHEETS - GOVERNMENTAL FUNDS
JUNE 30, 2019 AND 2018

| | GOVERNMENTAL FUND TYPES | | 2019 TOTAL | 2018 TOTAL |
|---|-------------------------|---------------------|------------------------|------------------------|
| | GENERAL | CAPITAL PROJECTS | | |
| ASSETS: | | | | |
| Cash (Note B) | \$ 1,250,509.84 | \$ 45,199.15 | \$ 1,295,708.99 | \$ 1,299,038.70 |
| Taxes Receivable | 190,606.92 | | 190,606.92 | 140,553.81 |
| Tax Liens | 58,023.39 | | 58,023.39 | 53,902.65 |
| Tax Acquired Property | 11,013.41 | | 11,013.41 | 5,765.96 |
| Accounts Receivable (Note C) | 57,446.82 | | 57,446.82 | 38,215.57 |
| Due From Other Funds | 24.99 | 2,000.00 | 2,024.99 | 2,700.00 |
| Investments (Note B) | 365,573.42 | | 365,573.42 | 357,586.13 |
| Prepaid Expense | 1,510.00 | | 1,510.00 | 850.00 |
| Total Assets | <u>\$ 1,934,708.79</u> | <u>\$ 47,199.15</u> | <u>\$ 1,981,907.94</u> | <u>\$ 1,898,612.82</u> |
| LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE: | | | | |
| Liabilities: | | | | |
| Accounts Payable | \$ 15,156.37 | \$ - | \$ 15,156.37 | \$ 896.55 |
| Due To Other Funds | 2,000.00 | 24.99 | 2,024.99 | 2,700.00 |
| Total Liabilities | <u>\$ 17,156.37</u> | <u>\$ 24.99</u> | <u>\$ 17,181.36</u> | <u>\$ 3,596.55</u> |
| Deferred Inflows: | | | | |
| Deferred Revenue (Note G) | \$ 15,214.67 | \$ - | \$ 15,214.67 | \$ 11,019.16 |
| Deferred Tax Revenue (Note H) | 179,643.72 | | 179,643.72 | 148,346.21 |
| Total Deferred Inflows | <u>\$ 194,858.39</u> | <u>\$ -</u> | <u>\$ 194,858.39</u> | <u>\$ 159,365.37</u> |
| Fund Balance: | | | | |
| Committed for Capital Projects | \$ - | \$ 47,174.16 | \$ 47,174.16 | \$ 78,883.89 |
| Assigned for Other Purposes (Note F) | 256,708.92 | | 256,708.92 | 210,469.52 |
| Unassigned | 1,465,985.11 | | 1,465,985.11 | 1,446,297.49 |
| Total Fund Balance | <u>\$ 1,722,694.03</u> | <u>\$ 47,174.16</u> | <u>\$ 1,769,868.19</u> | <u>\$ 1,735,650.90</u> |
| Total Liabilities, Deferred Inflows, and Fund Balance | <u>\$ 1,934,708.79</u> | <u>\$ 47,199.15</u> | <u>\$ 1,981,907.94</u> | <u>\$ 1,898,612.82</u> |

The accompanying notes are an integral part of the financial statements

Exhibit F

TOWN OF WOOLWICH
STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCES - GOVERNMENTAL FUNDS
FOR THE YEARS ENDED JUNE 30, 2019 AND 2018

| | GOVERNMENTAL FUNDS | | 2019 TOTAL | 2018 TOTAL |
|--|------------------------|-----------------------|------------------------|------------------------|
| | GENERAL | CAPITAL PROJECTS | | |
| REVENUES: | | | | |
| Intergovernmental Revenue | \$ 115,348.19 | \$ - | \$ 115,348.19 | \$ 108,236.98 |
| Homestead Reimbursement | 139,807.50 | | 139,807.50 | 109,099.62 |
| Property Taxes | 5,306,511.49 | | 5,306,511.49 | 5,107,424.24 |
| Excise Tax | 743,677.48 | | 743,677.48 | 694,729.93 |
| General Government | 267,725.61 | | 267,725.61 | 209,733.53 |
| Protection | 16,709.67 | | 16,709.67 | 34,379.52 |
| Health and Welfare | 39,509.05 | | 39,509.05 | 19,799.87 |
| Interest | 49,534.74 | 209.80 | 49,744.54 | 52,039.25 |
| Highways and Bridges | 73,083.00 | | 73,083.00 | 67,489.61 |
| Unclassified | 12,204.03 | | 12,204.03 | 11,076.02 |
| Total Revenues | \$ 6,764,110.76 | \$ 209.80 | \$ 6,764,320.56 | \$ 6,414,008.57 |
| EXPENDITURES: | | | | |
| Education | \$ 4,262,685.00 | \$ - | \$ 4,262,685.00 | \$ 4,049,825.00 |
| General Government | 423,835.03 | | 423,835.03 | 397,752.91 |
| Highways and Bridges | 714,018.26 | | 714,018.26 | 684,749.72 |
| Protection | 214,862.22 | | 214,862.22 | 579,546.97 |
| Health and Welfare | 209,459.87 | | 209,459.87 | 174,372.21 |
| Unclassified | 94,989.44 | 33.75 | 95,023.19 | 85,164.44 |
| Special Assessments | 723,877.00 | | 723,877.00 | 720,096.00 |
| Interest | 6,423.63 | | 6,423.63 | 5,811.36 |
| Municipal Building Loan | 79,919.07 | | 79,919.07 | 73,753.87 |
| Total Expenditures | \$ 6,730,069.52 | \$ 33.75 | \$ 6,730,103.27 | \$ 6,771,072.48 |
| Excess of Revenues Over (Under) Expenditures | \$ 34,041.24 | \$ 176.05 | \$ 34,217.29 | \$ (357,063.91) |
| OTHER FINANCING SOURCES (USES): | | | | |
| Operating Transfers - In | \$ 40,885.78 | \$ 9,000.00 | \$ 49,885.78 | \$ 6,071.26 |
| Operating Transfers - Out | (9,000.00) | (40,885.78) | (49,885.78) | (6,071.26) |
| Loan Proceeds | | | | 348,000.00 |
| Refund of Excess State Funding from RSU #1 | | | | 58,366.00 |
| Total Other Financing Sources (Uses) | \$ 31,885.78 | \$ (31,885.78) | \$ - | \$ 406,366.00 |
| Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses | \$ 65,927.02 | \$ (31,709.73) | \$ 34,217.29 | \$ 49,302.09 |
| Fund Balance, July 1 | 1,656,767.01 | 78,883.89 | 1,735,650.90 | 1,686,348.81 |
| Fund Balance, June 30 | <u>\$ 1,722,694.03</u> | <u>\$ 47,174.16</u> | <u>\$ 1,769,868.19</u> | <u>\$ 1,735,650.90</u> |

The accompanying notes are an integral part of the financial statements

Exhibit G

TOWN OF WOOLWICH
STATEMENTS OF FIDUCIARY NET POSITION
NONSPENDABLE TRUST FUNDS - CEMETERY TRUST FUNDS
JUNE 30, 2019 AND 2018

| | <u>2019</u> | <u>2018</u> |
|------------------------------------|---------------------|---------------------|
| ASSETS: | | |
| Cash | \$ 12,615.59 | \$ 12,584.63 |
| LIABILITIES | \$ - | \$ - |
| NET POSITION: | | |
| Restricted for Principal | \$ 9,931.68 | \$ 9,931.68 |
| Unrestricted | 2,683.91 | 2,652.95 |
| Total Net Position | <u>\$ 12,615.59</u> | <u>\$ 12,584.63</u> |
| Total Liabilities and Net Position | <u>\$ 12,615.59</u> | <u>\$ 12,584.63</u> |

Exhibit H

STATEMENTS OF CHANGES IN FIDUCIARY NET POSITION
NONSPENDABLE TRUST FUNDS - CEMETERY TRUST FUNDS
FOR THE YEARS ENDED JUNE 30, 2019 AND 2018

| | <u>2019</u> | <u>2018</u> |
|------------------------|---------------------|---------------------|
| REVENUES: | | |
| Interest | \$ 30.96 | \$ 17.32 |
| EXPENDITURES | | |
| Change in Net Position | <u>\$ 30.96</u> | <u>\$ 17.32</u> |
| Net Position, July 1 | 12,584.63 | 12,567.31 |
| Net Position, June 30 | <u>\$ 12,615.59</u> | <u>\$ 12,584.63</u> |

Exhibit I

STATEMENTS OF CASH FLOWS
FIDUCIARY FUND TYPE - NONSPENDABLE TRUST FUNDS
CEMETERY TRUST FUNDS
FOR THE YEARS ENDED JUNE 30, 2019 AND 2018

| | <u>2019</u> | <u>2018</u> |
|---|---------------------|---------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES: | | |
| Interest Income | \$ 30.96 | \$ 17.32 |
| Net Cash Provided by Operating Activities | <u>\$ 30.96</u> | <u>\$ 17.32</u> |
| Cash Balance, July 1 | 12,584.63 | 12,567.31 |
| Cash Balance, June 30 | <u>\$ 12,615.59</u> | <u>\$ 12,584.63</u> |

The accompanying notes are an integral part of the financial statements

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

The accounting policies of the Town of Woolwich conform to generally accepted accounting principles as applicable to governmental units.

1. Financial Reporting Entity

The Town of Woolwich, incorporated in 1759, currently operates under a town meeting form of government with a Town Administrator. The Board consists of five members elected by the registered voters for three year staggered terms. The financial statements of the Town conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is responsible for establishing Generally Accepted Accounting Principles (GAAP) for state and local governments through its pronouncements (Statements and Interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) (when applicable) that do not conflict with or contradict GASB pronouncements.

In evaluating the Town of Woolwich as a reporting entity, management has addressed all potential component units for which the Town may or may not be financially accountable and, as such, be includable within the Town's basic financial statements. In accordance with GASB, the Town (the primary government) is financially accountable if it appoints a voting majority of the organization's governing board and (1) it is able to impose its will on the organization or (2) there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the Town. The Town also is financially accountable for organizations that are fiscally dependent on it and if there is a financial benefit or burden relationship. Additionally, the primary government is required to consider other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's basic financial statements to be misleading or incomplete. Based on the application of these criteria, there are no other entities within the Town that should be included as part of these financial statements.

2. Basic Financial Statements - Government-Wide Statements

The Town's basic financial statements include both government-wide (reporting the Town as a whole) and fund financial statements (reporting the Town's major funds). Both the government-wide and fund financial statements categorize primary activities as governmental. The Town's fire protection, recreation, public works, and general administrative services are classified as governmental activities.

In the government-wide Statements of Net Position, the governmental column is presented on a consolidated basis by column, and is reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Town's net position is reported in three parts - net invested in capital assets; restricted; and unrestricted. The Town first utilizes restricted resources to finance qualifying activities.

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D):

2. Basic Financial Statements - Government-Wide Statements (Cont'd)

The government-wide Statements of Activities reports both the gross and net cost of each of the Town's functions and business-type activities (fire, public works, administrative, etc.). The functions are also supported by general government revenues (property, certain intergovernmental revenues, fines, permits, and charges, etc.). The Statements of Activities reduces gross expenses (including depreciation) by related program revenues, and operating and capital grants. Program revenues must be directly associated with the function (fire, public works, etc.). Operating grants include operating-specific and discretionary (either operating or capital) grants while the capital grants column reflects capital-specific grants.

The net costs (by function or business-type activity) are normally covered by general revenue (property, intergovernmental revenues, interest income, etc.).

This government-wide focus is more on the sustainability of the Town as an entity and the change in the Town's net position resulting from the current year's activities.

3. Basic Financial Statements - Fund Financial Statements

The financial transactions of the Town are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, reserves, fund equity, revenues, and expenditures/expenses. The various funds are reported by generic classification within the financial statements.

The following fund types are used by the Town:

a. Governmental Funds:

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Town:

1. General Fund:

General Fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund.

2. Capital Projects Funds:

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities and equipment.

3. Fiduciary Funds:

Fiduciary Funds are used to report assets held in a trustee or agency capacity for others and therefore are not available to support Town programs. The reporting focus is on net position and changes in net position and are reported using accounting principles similar to proprietary funds.

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D):

3. Basic Financial Statements - Fund Financial Statements (Cont'd)

a. Governmental Funds (cont'd):

3. Fiduciary Funds (cont'd):

The emphasis in fund financial statements is on the major funds in either the governmental or business-type activities categories. Nonmajor funds by category are summarized into a single column. GASB No. 34 sets forth minimum criteria (percentage of the assets, liabilities, revenues, or expenditures/expenses of either fund category) for the determination of major funds.

The Town's fiduciary funds are presented in the fiduciary fund financial statements. Since by definition these assets are being held for the benefit of a third party and cannot be used to address activities or obligations of the government, these funds are not incorporated into the government-wide statements.

4. Basis of Accounting

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied:

a. Accrual:

Governmental activities in the government-wide financial statements and fiduciary fund financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

b. Modified Accrual:

The governmental funds financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e. both measurable and available. "Available" means collectible within the current period or within 60 days after year end. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

5. Financial Statement Amounts

a. Cash and Cash Equivalents:

The Town has defined cash and cash equivalents to include cash on hand, demand deposits, and cash with fiscal agents. Statutes authorize the Treasurer of the Town, as directed by the municipal officers, to invest all municipal funds, including reserve and trust funds, to the extent that the terms of the instrument, order, or article creating the fund do not prohibit the investment, in financial institutions as described in Section 5706 MRSA and securities as described in Sections 5711 through 5717 MRSA.

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D):

5. Financial Statement Amounts (Cont'd)

b. Investments:

Investments, including deferred compensation and pension funds, are stated at fair value (quoted market price or the best available estimate).

c. Capital Assets:

Capital assets purchased or acquired with an original cost of \$1,000.00 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

| | |
|-------------------------|-------------|
| Buildings | 20-50 Years |
| Machinery and Equipment | 5-10 Years |
| Improvements | 10-20 Years |
| Other Infrastructure | 10-50 Years |

d. Revenues:

Substantially, all governmental fund revenues are accrued. Property taxes are billed and collected within the same period in which the taxes are levied. In applying GASB No. 33 to grant revenues, the provider recognizes liabilities and expenses and the recipient recognizes receivables and revenue when the applicable eligibility requirements, including time requirements, are met. Resources transmitted before the eligibility requirements are met are reported as advances by the provider and deferred revenue by the recipient.

e. Expenditures:

Expenditures are recognized when the related fund liability is incurred.

f. Use of Estimates:

The presentation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D):

5. Financial Statement Amounts (Cont'd)

g. Fund Balance:

The Town's unrestricted net position is maintained to lessen the need for borrowing, protect the Town's credit rating, and provide the funds necessary to meet the Town's financial operating obligations. It is the Town's policy that the unassigned fund balance shall be an amount equal to at least 15% of the total annual budget comprising the proposed operating budget to be voted on at town meeting, the County assessment, the school assessments, and the estimated property tax abatements and overlay. Subject to approval by the voters, excess funds may be used to stabilize the tax rate, fund capital reserve accounts, or to fund a contingency reserve fund for non-recurring or extraordinary unanticipated expenditures.

In accordance with GASB Statement No. 54, the Town employs terminology and classifications for fund balance items as follows:

Nonspendable fund balances include amounts that are not expected to be converted to cash, or that are legally required to be maintained intact. The fund balance of the Town's Cemetery Fund is classified as nonspendable.

Restricted fund balances represent those portions of fund equity that have externally enforceable legal restrictions.

Committed fund balances are amounts that can be used only for specific purposes because of a formal action taken by town government. Budget carryforward amounts and the fund balances in the Capital Projects Fund and the Cemetery Trust Fund are in this category.

Assigned fund balances are amounts that the Town intends to use for specific purposes. The Board of Selectmen approved carryovers are included in assigned fund balances.

Unassigned fund balance is all amounts in the General Fund that are not assigned to another category. Only the General Fund can have an unassigned fund balance.

h. Compensated Absences:

The Town accrues accumulated unpaid vacation and sick leave and associated employee-related costs when earned (or estimated to be earned) by the employee. The noncurrent portion (the amount estimated to be used in subsequent fiscal years) for governmental funds is maintained separately and represents a reconciling item between the fund and government-wide presentations.

i. Subsequent Events:

Management has made an evaluation of subsequent events to and including the audit report date, which was the date the financial statements were available to be issued, and determined subsequent events that would require disclosure on September 16, 2019. The Selectmen applied \$1,100,000 to the 2019-20 tax commitment and set the mil rate at \$15.15 per thousand of valuation.

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D):

6. Implementation of New Accounting Standards

During the year ended June 30, 2019, the following statements of financial accounting standards issued by the Governmental Accounting Standards Board became effective:

- a. Statement No. 83, "Certain Asset Retirement Obligations". The objective of the Statement is to address accounting and financial reporting for certain asset retirement obligations (AROs). An ARO is a legally enforceable liability associated with the retirement of a tangible capital asset. A government that has legal obligations to perform future asset retirement activities related to its tangible capital assets should recognize a liability based on the guidance in this Statement. Management has determined that this statement is not applicable.
- b. Statement No. 88, "Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements". The primary objective of this Statement is to improve the information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements. It also clarifies which liabilities governments should include when disclosing information related to debt. This Statement defines debt for purposes of disclosure in notes to financial statements as a liability that arises from a contractual obligation to pay cash (or other assets that may be used in lieu of cash) in one or more payments to settle an amount that is fixed at the date the contractual obligation is established. This Statement requires that additional essential information related to debt be disclosed in notes to financial statements, including unused lines of credit; assets pledged as collateral for the debt; and terms specified in debt agreements related to significant events of default with finance-related consequences, significant termination events with finance-related consequences, and significant subjective acceleration clauses. Management has determined that the impact of this Statement is not material to the financial statements.

7. Future Accounting Pronouncements

- a. Statement No. 84, "Fiduciary Activities" effective for the fiscal year ended June 30, 2020. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The town is currently evaluating whether the government is controlling the assets of the fiduciary activity and the beneficiaries with whom a fiduciary relationship exists to determine if the fiduciary fund should be included in the basic financial statements of future years.

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D):

7. Future Accounting Pronouncements (Cont'd)

- b. Statement No. 87, "Leases" effective for the fiscal year ended June 30, 2021. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. Management has determined that the impact of this Statement is not material to the financial statements.
- c. Statement No. 89, "Accounting for Interest Cost Incurred before the End of a Construction Period", effective for the fiscal year ended June 30, 2021. The objectives of this Statement are (1) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (2) to simplify accounting for interest cost incurred before the end of a construction period. This Statement establishes accounting requirements for interest cost incurred before the end of a construction period. Management has determined that the impact of this Statement is not material to the financial statements.
- d. Statement No. 90, "Majority Equity Interests" - an amendment of GASB Statements No. 14 and No. 61", effective for the fiscal year ended June 30, 2020. The primary objectives of this Statement are to improve the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units. It defines a majority equity interest and specifies that a majority equity interest in a legally separate organization should be reported as an investment if a government's holding of the equity interest meets the definition of an investment. A majority equity interest that meets the definition of an investment should be measured using the equity method, unless it is held by a special-purpose government engaged only in fiduciary activities, a fiduciary fund, or an endowment (including permanent and term endowments) or permanent fund. Those governments and funds should measure the majority equity interest at fair value. Management has determined that the impact of this statement is not material to the financial statements.

NOTE B - CASH AND INVESTMENTS:

Cash

The Town's cash is categorized to give an indication of the level of risk assumed by the Town at year-end. These categories are defined as follows:

Category #1 - Insured or collateralized with securities held by the Town or by its agent in the Town's name.

Category #2 - Collateralized with securities held by the pledging financial institution's trust department or agent in the Town's name.

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE B - CASH AND INVESTMENTS (CONT'D):

Cash (Cont'd)

Category #3 - Uncollateralized (This includes any bank balance that is collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in the Town's name).

At June 30, 2019 cash consisted of:

| ACCOUNT TYPE | CARRYING AMOUNT | BANK BALANCE | CATEGORY | | |
|------------------|------------------------|------------------------|----------------------|------------------------|-----------|
| | | | #1 | #2 | #3 |
| Interest Bearing | | | | | |
| Accounts | \$ 1,270,324.58 | \$ 1,274,418.42 | \$ 215,500.96 | \$ 1,058,917.46 | \$ |
| Non-Interest | | | | | |
| Bearing Accounts | 40,000.00 | 40,000.00 | 40,000.00 | | |
| | <u>\$ 1,310,324.58</u> | <u>\$ 1,314,418.42</u> | <u>\$ 255,500.96</u> | <u>\$ 1,058,917.46</u> | <u>\$</u> |

Investments

The Town's investments are categorized to give an indication of the level of risk assumed by the Town at year-end. These categories are defined as follows:

Category #1 - Investments that are insured or registered, or securities held by the Town or its agent in the Town's name.

Category #2 - Uninsured and unregistered investments with securities held by the Counterparty's trust department or agent in the Town's name.

Category #3 - Uninsured and unregistered investments with securities held by the Counterparty, or by its trust department or agent but not in the Town's name.

At June 30, 2019 investments consisted of:

| INVESTMENT TYPE | CARRYING AMOUNT | FAIR VALUE | CATEGORY | | |
|--------------------|----------------------|----------------------|-----------|----------------------|-----------|
| | | | #1 | #2 | #3 |
| Money Market | \$ 5,274.31 | \$ 5,274.31 | \$ | \$ 5,274.31 | \$ |
| Certificate of | | | | | |
| Deposit | 360,299.11 | 360,440.90 | | 360,440.90 | |
| | <u>\$ 365,573.42</u> | <u>\$ 365,715.21</u> | <u>\$</u> | <u>\$ 365,715.21</u> | <u>\$</u> |

NOTE C - ACCOUNTS RECEIVABLE:

Accounts Receivable consists of the following:

| | |
|--------------------------|---------------------|
| Grant | \$ 2,862.50 |
| State Revenue Sharing | 16,226.82 |
| State Homestead | 35,857.50 |
| Payment in Lieu of Taxes | 2,500.00 |
| | <u>\$ 57,446.82</u> |

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE D - LONG-TERM DEBT:

The following is a summary of note transactions for the Town of Woolwich for the year ended June 30, 2019:

| | PRINCIPAL BALANCE JULY 1, 2018 | ADDITIONS | REDUCTIONS | PRINCIPAL BALANCE JUNE 30, 2019 |
|--|--------------------------------------|-----------------------------|---------------------|---------------------------------------|
| Bath Savings Institution - Municipal Building Addition | \$ 135,000.00 | \$ | \$ 30,000.00 | \$ 105,000.00 |
| Bath Savings Institution - Fire Truck | 313,200.00 | <u> </u> | <u>34,800.00</u> | <u>278,400.00</u> |
| | <u>\$ 448,200.00</u> | <u>\$</u> | <u>\$ 64,800.00</u> | <u>\$ 383,400.00</u> |

Long-Term Debt as of June 30, 2019 is as follows:

Bath Savings Institution - Municipal Building Addition:

The note is dated September 6, 2013. Repayment is through twenty semi-annual installments on December 1 and June 1 of \$15,000.00 plus interest at 4.14%.

Bath Savings Institution - Fire Truck:

The note is dated October 1, 2017. Repayment is through ten annual installments on January 3 of \$34,800.00 plus interest at 3.13%.

The annual requirements to amortize notes payable as of June 30, 2019 follows:

| YEAR ENDING JUNE 30 | PRINCIPAL | INTEREST | TOTAL |
|------------------------|----------------------|---------------------|----------------------|
| 2020 | \$ 64,800.00 | \$ 12,750.42 | \$ 77,550.42 |
| 2021 | 64,800.00 | 10,419.18 | 75,219.18 |
| 2022 | 64,800.00 | 8,087.94 | 72,887.94 |
| 2023 | 49,800.00 | 5,756.70 | 55,556.70 |
| 2024 | 34,800.00 | 4,356.96 | 39,156.96 |
| 2025-2029 | 104,400.00 | 6,535.44 | 110,935.44 |
| | <u>\$ 383,400.00</u> | <u>\$ 47,906.64</u> | <u>\$ 431,306.64</u> |

NOTE E - GENERAL FUND BUDGET:

The Town operates on a net budget as compared with a gross budget. All revenues are not estimated, but are credited to the particular operating account. Certain revenues are dedicated for particular purposes by vote of the townspeople at the annual town meeting or at special town meetings.

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE F - ASSIGNED FOR OTHER PURPOSES:

Historically, the townspeople vote to carry certain departmental unexpended balances forward to the following year for expenditure. This is usually in lieu of additional appropriations in any particular account.

| | |
|----------------------|----------------------|
| General Government | \$ 48,693.27 |
| Highways and Bridges | 41,531.81 |
| Protection | 16,338.89 |
| Health and Welfare | 138,456.71 |
| Unclassified | <u>11,688.24</u> |
| | <u>\$ 256,708.92</u> |

NOTE G - DEFERRED REVENUE:

Deferred Revenue at June 30, 2019 consists of the following:

| | |
|-----------------------|---------------------|
| State Revenue Sharing | \$ 10,422.86 |
| Prepaid 2020 Taxes | <u>4,791.81</u> |
| | <u>\$ 15,214.67</u> |

NOTE H - REVENUE RECOGNITION - PROPERTY TAXES:

The Town's property tax for the current year was levied September 17, 2018 on the assessed value listed as of April 1, 2018 for all taxable real and personal property located in the Town. One half of the tax was due on October 31, 2018 and the remainder on April 30, 2019. Interest accrued at 8.00% commencing November 1, 2018 for the first half of tax due and again at May 1, 2019 on the balance due.

Tax liens are filed against delinquent real estate taxpayers after eight months but within one year of the original tax commitment. If the tax, interest, and costs have not been paid eighteen months after the filing of a lien certificate then the lien is automatically foreclosed.

The National Council on Governmental Accounting (N.C.G.A.) Interpretation No. 3 requires that property tax revenue be recognized only to the extent it will be collected within sixty days following the year end. The deferred tax revenue shown on the balance sheet represents property taxes not expected to be collected within sixty days after the year end.

Property taxes are recognized when they become available. Available includes those taxes expected to be collected within sixty days after year end as stated above.

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

NOTE I - PROPERTY, PLANT, AND EQUIPMENT:

The following is a summary of changes in fixed assets at June 30, 2019:

| | BALANCE JULY 1, 2018 | ADDITIONS | DISPOSITIONS | BALANCE JUNE 30, 2019 |
|---------------------------------------|-------------------------|-----------------------|--------------|--------------------------|
| Land and Improvements | \$ 220,248.00 | \$ | \$ | \$ 220,248.00 |
| Buildings | 968,517.00 | | | 968,517.00 |
| Equipment | 1,411,066.81 | 25,179.96 | | 1,436,246.77 |
| Infrastructure | 3,686,404.72 | 139,866.14 | | 3,826,270.86 |
| | <u>\$ 6,286,236.53</u> | <u>\$ 165,046.10</u> | <u>\$</u> | <u>\$ 6,451,282.63</u> |
| Accumulated Depreciation | (4,366,204.00) | (210,569.00) | | (4,576,773.00) |
| Net Property, Plant, and Equipment | <u>\$ 1,920,032.53</u> | <u>\$ (45,522.90)</u> | <u>\$</u> | <u>\$ 1,874,509.63</u> |

Depreciation expenses for the period totaled \$210,569.00. These expenses were broken down as follows:

| | |
|----------------------|----------------------|
| General Government | \$ 23,382.00 |
| Public Safety | 68,459.00 |
| Highways and Bridges | 118,728.00 |
| | <u>\$ 210,569.00</u> |

NOTE J - RISK MANAGEMENT:

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. All significant losses are covered by commercial insurance. There has been no significant reduction in insurance coverage. Settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

NOTE K - INTEREST COST INCURRED:

During the current year the Town incurred interest costs totaling \$15,127.18, which was charged as an expense to the operating account.

NOTE L - OVERLAPPING DEBT:

The Town of Woolwich is situated in Sagadahoc County and is therefore subject to annual assessment of its proportional share of County expenses. Long-term debt outstanding in Sagadahoc County, for which the Town of Woolwich would be proportionally responsible in the event the County defaulted, is approximately \$44,291.00 at June 30, 2019. The Town of Woolwich's share would be 8.56% of the debt, or approximately \$3,791.00.

The Town of Woolwich joined the Maine Regional School Unit #1 effective July 1, 2008 and is subject to annual assessment of its proportional share of school expenses. Long-Term debt outstanding for the RSU, for which the Town of Woolwich would be proportionally responsible in the event the RSU defaulted, is approximately \$1,225,955.00 at June 30, 2019. The Town of Woolwich's share would be 3.99% of the debt, or approximately \$48,916.00.

TOWN OF WOOLWICH
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2019

| | ORIGINAL AND FINAL BUDGET | ACTUAL |
|--|---------------------------------|------------------------|
| REVENUES: | | |
| Intergovernmental Revenue | \$ 115,348.19 | \$ 115,348.19 |
| Homestead Reimbursement | 139,807.50 | 139,807.50 |
| Property Taxes | 5,326,201.50 | 5,306,511.49 |
| Excise Taxes | | 743,677.48 |
| Highways and Bridges | | 73,083.00 |
| General Government | | 165,465.61 |
| Protection | | 16,709.67 |
| Health and Welfare | | 39,509.05 |
| Interest and Debt Service | | 49,534.74 |
| Unclassified | | 12,204.03 |
| State B.E.T.E. | 102,234.00 | 102,260.00 |
| Total Revenues | \$ 5,683,591.19 | \$ 6,764,110.76 |
| EXPENDITURES: | | |
| Education | \$ 4,262,685.00 | \$ 4,262,685.00 |
| General Government | 441,047.00 | 423,835.03 |
| Highways and Bridges | 583,825.00 | 714,018.26 |
| Protection | 200,849.00 | 214,862.22 |
| Health and Welfare | 206,918.00 | 209,459.87 |
| Unclassified | 195,725.00 | 94,989.44 |
| Special Assessments | 723,877.00 | 723,877.00 |
| Interest and Debt Service | 83,604.00 | 86,342.70 |
| Total Expenditures | \$ 6,698,530.00 | \$ 6,730,069.52 |
| Excess of Expenditures Over (Under) Revenues | \$ (1,014,938.81) | \$ 34,041.24 |
| OTHER FINANCING SOURCES (USES): | | |
| Operating Transfers - In | \$ - | \$ 40,885.78 |
| Operating Transfers - Out | (9,000.00) | (9,000.00) |
| Total Other Financing Sources (Uses) | \$ (9,000.00) | \$ 31,885.78 |
| Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses | \$ (1,023,938.81) | \$ 65,927.02 |
| Fund Balance, July 1, 2018 | 1,656,767.01 | 1,656,767.01 |
| Fund Balance, June 30, 2019 | \$ 632,828.20 | \$ 1,722,694.03 |

Schedule A-2

TOWN OF WOOLWICH
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE YEAR ENDED JUNE 30, 2019

| | | |
|--|------------------|-------------------------------|
| Cash Balance, July 1, 2018 | | \$ 1,222,854.81 |
| ADD: CASH RECEIPTS: | | |
| Tax Collections: | | |
| Current Year | \$ 5,138,090.32 | |
| Prior Years | 133,473.37 | |
| Prepaid Taxes | <u>4,791.81</u> | |
| Total Tax Collections | \$ 5,276,355.50 | |
| Fees Collected for the State | 299,027.15 | |
| Departmental (Schedule A-4) | 1,196,237.09 | |
| State Revenue Sharing | 116,109.53 | |
| Homestead Reimbursement | 103,950.00 | |
| Capital Reserve Receipts | 40,219.50 | |
| Accounts Receivable | <u>27,627.00</u> | |
| Total Cash Receipts | | <u>7,059,525.77</u> |
| Total Cash Available | | \$ <u>8,282,380.58</u> |
| LESS: CASH DISBURSEMENTS: | | |
| Departmental (Schedule A-4) | \$ 6,729,627.24 | |
| Prepaid Expenses | 1,510.00 | |
| Investment Account | 7,987.29 | |
| Fees Remitted to the State | 285,746.21 | |
| Capital Reserves | <u>7,000.00</u> | |
| Total Cash Disbursements | | 7,031,870.74 |
| Cash Balance, June 30, 2019 (Schedule A-6) | | <u><u>\$ 1,250,509.84</u></u> |

Schedule A-3

TOWN OF WOOLWICH
STATEMENT OF CHANGES IN UNAPPROPRIATED SURPLUS
FOR THE YEAR ENDED JUNE 30, 2019

| | | |
|--|------------------|-------------------------------|
| Unappropriated Surplus, July 1, 2018 | | \$ 1,446,297.49 |
| INCREASE: | | |
| Operating Account Balances Lapsed (Schedule A-4) | \$ 1,208,282.27 | |
| Closeout of Fire Truck Fund - Due To/From | <u>2,700.00</u> | |
| | | <u>1,210,982.27</u> |
| | | \$ 2,657,279.76 |
| DECREASE: | | |
| Appropriated at Town Meeting | \$ 1,075,000.00 | |
| Approved at Special Town Meeting April 28, 2018 (Article 33) | 75,000.00 | |
| Approved at Special Town Meeting Nequasset Park | 1,648.55 | |
| Solid Waste | 6,735.09 | |
| Matching Grant | 1,000.00 | |
| Abatements | 613.50 | |
| Increase in Deferred Revenue | <u>31,297.51</u> | |
| | | 1,191,294.65 |
| Unappropriated Surplus, June 30, 2019 | | <u><u>\$ 1,465,985.11</u></u> |

TOWN OF WOOLWICH
STATEMENT OF DEPARTMENTAL OPERATIONS
FOR THE YEAR ENDED JUNE 30, 2019

| | BALANCE FORWARD 7/1/2018 | APPROPRIATIONS | CASH RECEIPTS | OTHER CREDITS | TOTAL | CASH DISBURSED | OTHER CHARGES | TOTAL | LAPSED UNEXPENDED (OVERDRAFT) | BALANCE FORWARD 6/30/2019 |
|----------------------------------|--------------------------------|----------------|------------------|------------------|-----------------|-------------------|------------------|---------------|-------------------------------------|---------------------------------|
| GENERAL GOVERNMENT: | | | | | | | | | | |
| Comp Time Reimbursement | \$ - | \$ 1,000.00 | \$ - | \$ - | \$ 1,000.00 | \$ - | \$ - | \$ - | \$ 1,000.00 | \$ - |
| Town Officers Salaries | | 41,450.00 | | 600.00 | 42,050.00 | 39,625.08 | | 39,625.08 | 2,424.92 | |
| Tax Collector/Deputy Town Clerk | | 34,207.00 | | | 34,207.00 | 29,088.26 | | 29,088.26 | 5,118.74 | |
| Town Administrator Salary | | 46,852.00 | | | 46,852.00 | 40,894.61 | | 40,894.61 | 5,957.39 | |
| Town Clerk/Deputy Tax Collector | | 34,207.00 | | | 34,207.00 | 34,206.64 | | 34,206.64 | 0.36 | |
| Training/Replacement | | 6,000.00 | | | 6,000.00 | 930.00 | | 930.00 | 5,070.00 | |
| Code Enforcement | | 26,520.00 | | | 26,520.00 | 26,280.00 | | 26,280.00 | 240.00 | |
| Code Enforcement - Contingency | | 1,500.00 | | | 1,500.00 | 1,290.08 | | 1,290.08 | 209.92 | |
| Employee Health Trust | | 42,800.00 | | | 42,800.00 | 35,036.80 | | 35,036.80 | 7,763.20 | |
| Social Security | | 22,700.00 | | | 22,700.00 | 17,927.22 | | 17,927.22 | 4,772.78 | |
| Workers' Compensation | | 15,000.00 | | | 15,000.00 | 14,434.60 | | 14,434.60 | 565.40 | |
| Unemployment Compensation | | 1,000.00 | | | 1,000.00 | 297.38 | | 297.38 | 702.62 | |
| ICMA - Retirement | | 2,900.00 | | | 2,900.00 | 1,500.29 | | 1,500.29 | 1,399.71 | |
| Audit | | 9,100.00 | | | 9,100.00 | 9,100.00 | | 9,100.00 | | |
| Town Report | | 2,600.00 | | | 2,600.00 | 2,480.00 | | 2,480.00 | 120.00 | |
| Contingency | | 10,000.00 | | | 10,000.00 | 10,748.11 | 3,482.29 | 14,230.40 | 5,269.60 | |
| Insurance | | 21,000.00 | | | 22,224.00 | 19,123.00 | | 19,123.00 | 3,101.00 | |
| Litigation Expense | 5,000.00 | 11,000.00 | | | 16,000.00 | 2,030.00 | | 2,030.00 | 8,970.00 | 5,000.00 |
| Board of Appeals | | 100.00 | | | 400.00 | 100.00 | | 100.00 | 300.00 | |
| Comprehensive Planning | 2,537.88 | | | | 2,537.88 | | | | | 2,537.88 |
| Planning Board | 1,000.00 | | | | 2,500.00 | 1,557.00 | | 1,557.00 | 243.00 | 700.00 |
| Municipal Building Operations | 1,605.97 | 32,300.00 | | 2,403.99 | 36,521.96 | 32,474.51 | | 32,474.51 | 4,047.45 | |
| Municipal Building Reserve | | | | 3,906.91 | 3,906.91 | 3,906.91 | | 3,906.91 | | |
| Cable TV | | | | | 35,509.87 | 14,362.37 | | 14,362.37 | 21,147.50 | |
| Excise Taxes - Autos | | | 735,158.08 | | 735,158.08 | 414.34 | | 414.34 | 734,743.74 | |
| Town and Clerk Fees | | | 16,927.90 | | 16,927.90 | 82.95 | | 82.95 | 16,927.90 | |
| Plumbing and Building Permits | | | 26,937.95 | | 26,937.95 | 4,176.00 | | 4,176.00 | 26,855.00 | |
| Maine Municipal Association Dues | | | | | 4,176.00 | | | | | |
| Assessing Agent | | 4,176.00 | | | 4,176.00 | 4,176.00 | | 4,176.00 | | |
| Excise Taxes - Boats | | | 8,519.40 | | 8,519.40 | 6.00 | | 6.00 | 8,513.40 | |
| Office Operations | | | 76.76 | | 40,026.76 | 37,983.58 | | 37,983.58 | 2,043.18 | |
| Miscellaneous Revenue | | | 41,671.15 | | 41,671.15 | 481.42 | | 481.42 | 41,189.73 | |
| State Homestead Reimbursement | | | | 139,807.50 | 139,807.50 | | 139,807.50 | 139,807.50 | | 118.58 |
| Computer Replacement | 849.73 | 2,500.00 | | | 3,349.73 | 3,231.15 | | 3,231.15 | 12,221.00 | |
| Supplementals and Abateents | | | | 12,834.50 | 12,834.50 | | 613.50 | 613.50 | | 7,500.00 |
| Property Tax Maps | 5,500.00 | 2,000.00 | | | 7,500.00 | | | | | 1,293.78 |
| Public Communications | 1,344.78 | | | | 1,344.78 | 51.00 | | 51.00 | 15,504.06 | |
| State - Tree Growth | | | 15,504.06 | | 15,504.06 | | | | 3,730.00 | |
| State - Veterans | | | 3,730.00 | | 3,730.00 | | | | 26.00 | |
| State - BETE | | | 102,260.00 | | 102,260.00 | | 102,234.00 | 102,234.00 | 2,500.00 | |
| Payments in Lieu of Taxes | | | | 2,500.00 | 2,500.00 | | | | | 1,459.66 |
| Vital Records Book Repair | 959.66 | 500.00 | | | 1,459.66 | 99.96 | | 99.96 | 1,99.41 | |
| Flag Donations | 52.37 | | 247.00 | | 299.37 | | | | | |
| State Burn Fees | | | 334.00 | | 334.00 | | | | 334.00 | |
| Woolwich Events Committee | 5,738.28 | | 1,119.75 | | 6,858.03 | 2,005.11 | | 2,005.11 | 4,852.92 | |
| Recreation Committee | 15,685.57 | | 8,171.17 | 24.99 | 23,856.74 | 5,914.55 | | 5,914.55 | 17,942.19 | |
| Old Town House | 889.97 | 500.00 | | | 1,414.96 | 24.99 | | 24.99 | 1,389.97 | |
| Elevator Reserve | | 1,000.00 | | | 1,000.00 | | 1,000.00 | 1,000.00 | | |
| Generator Maintenance | 485.00 | 485.00 | | | 970.00 | 585.00 | | 585.00 | 385.00 | |
| Generator Reserve | | 1,000.00 | | | 1,000.00 | | 1,000.00 | 1,000.00 | | |
| Catastrophic Repairs | | 1,000.00 | | 10,000.00 | 11,000.00 | 4,686.12 | | 4,686.12 | 5,313.88 | |
| Emergency Services Replacement | | | | 34,253.88 | 34,253.88 | | 18,000.00 | 18,000.00 | 16,253.88 | |
| | \$ 41,649.21 | \$ 441,047.00 | \$ 1,008,903.09 | \$ 206,331.77 | \$ 1,697,931.07 | \$ 423,833.03 | \$ 266,137.29 | \$ 689,972.32 | \$ 959,265.48 | \$ 48,693.27 |

TOWN OF WOOLWICH
STATEMENT OF DEPARTMENTAL OPERATIONS
FOR THE YEAR ENDED JUNE 30, 2019

| | BALANCE FORWARD 7/1/2018 | APPROPRIATIONS | CASH RECEIPTS | OTHER CREDITS | TOTAL | CASH DISBURSED | OTHER CHARGES | TOTAL | LAPSED UNEXPENDED (OVERDRAFT) | BALANCE FORWARD 6/30/2019 |
|--------------------------------------|--------------------------------|-----------------|------------------|------------------|-----------------|-------------------|------------------|-----------------|-------------------------------------|---------------------------------|
| SPECIAL ASSESSMENTS: | | | | | | | | | | |
| County Tax | \$ - | \$ 723,877.00 | \$ - | \$ - | \$ 723,877.00 | \$ 723,877.00 | \$ - | \$ 723,877.00 | \$ - | \$ - |
| Overlay | \$ - | 60,061.19 | - | - | 60,061.19 | 723,877.00 | - | 723,877.00 | 60,061.19 | - |
| | \$ - | \$ 783,938.19 | \$ - | \$ - | \$ 783,938.19 | \$ 723,877.00 | \$ - | \$ 723,877.00 | \$ 60,061.19 | \$ - |
| EDUCATION: | | | | | | | | | | |
| School | \$ - | \$ 4,262,685.00 | \$ - | \$ - | \$ 4,262,685.00 | \$ 4,262,685.00 | \$ - | \$ 4,262,685.00 | \$ - | \$ - |
| INTEREST AND DEBT SERVICE: | | | | | | | | | | |
| Interest on Taxes | \$ - | \$ - | \$ 21,750.39 | \$ - | \$ 21,750.39 | \$ 6,318.53 | \$ - | \$ 6,318.53 | \$ 15,431.86 | \$ - |
| Investment Interest | | | 27,784.35 | | 27,784.35 | 105.10 | | 105.10 | 27,679.25 | |
| Principal | | 64,800.00 | | | 64,800.00 | 64,800.00 | | 64,800.00 | | |
| Interest | | 18,804.00 | | | 18,804.00 | 15,119.07 | | 15,119.07 | 3,684.93 | |
| | \$ - | \$ 83,604.00 | \$ 49,534.74 | \$ - | \$ 133,138.74 | \$ 86,342.70 | \$ - | \$ 86,342.70 | \$ 46,796.04 | \$ - |
| HIGHWAYS AND BRIDGES: | | | | | | | | | | |
| Roads and Bridges | \$ 2,247.43 | \$ 60,000.00 | \$ 10,800.00 | \$ - | \$ 73,047.43 | \$ 66,746.49 | \$ - | \$ 66,746.49 | \$ - | \$ 6,300.94 |
| Snow Removal | 18,646.71 | 421,825.00 | | | 421,825.00 | 421,823.29 | | 421,823.29 | 1.71 | |
| Town Tarred Roads | 2,604.00 | 100,000.00 | 75.00 | 34,862.34 | 153,584.05 | 148,302.84 | | 148,302.84 | | 5,281.21 |
| Town Roads Block Grant | 96.60 | 2,000.00 | 62,208.00 | 49.04 | 64,812.00 | 34,862.34 | | 34,862.34 | | 29,949.66 |
| Street Signs | | | | 75,000.00 | 75,000.00 | 2,145.64 | | 2,145.64 | | |
| Discontinued Bridge | \$ 23,594.74 | \$ 583,825.00 | \$ 73,083.00 | \$ 109,911.38 | \$ 790,414.12 | \$ 714,018.26 | \$ 34,862.34 | \$ 748,880.60 | \$ 1.71 | \$ 41,531.81 |
| PROTECTION: | | | | | | | | | | |
| Dry Hydrants | \$ 1,930.48 | \$ - | \$ - | \$ - | \$ 1,930.48 | \$ - | \$ - | \$ - | \$ - | \$ 1,930.48 |
| NFPA Clothing | | 9,500.00 | 2,000.00 | 3,862.50 | 15,362.50 | 14,290.53 | 997.00 | 15,287.53 | 74.97 | |
| Constable/Animal Control | | 6,000.00 | 503.00 | | 6,503.00 | 6,000.00 | | 6,000.00 | 503.00 | |
| Constable/Animal Control Contingency | | 500.00 | | | 500.00 | 237.33 | | 237.33 | 262.67 | |
| Fire Department | | 79,750.00 | 7,257.18 | 10,540.21 | 97,547.39 | 97,442.11 | 105.28 | 97,547.39 | 2,789.79 | |
| Fire Department Contingency | | 5,000.00 | | | 5,000.00 | 2,210.21 | | 2,210.21 | | |
| Civil Defense (WEMA) | 5,622.44 | | | | 5,622.44 | 600.00 | | 600.00 | | 5,022.44 |
| Hydrant Rental and Removal | | 44,699.00 | | | 44,699.00 | 41,056.80 | | 41,056.80 | 3,642.20 | |
| Street Lights | | 4,500.00 | | | 4,500.00 | 4,161.26 | | 4,161.26 | 338.74 | |
| EMS Donations | 1,435.97 | | 450.00 | 2,203.25 | 4,623.25 | 45,873.25 | | 45,873.25 | 330.00 | 1,885.97 |
| Woolwich EMS | | 44,000.00 | | | 44,000.00 | 150.00 | | 150.00 | 150.00 | |
| 911 | | 150.00 | | | 150.00 | 2,247.00 | | 2,247.00 | 3.00 | |
| Fire Inoculation/Physicals | | 2,250.00 | | | 2,250.00 | 2,000.00 | | 2,000.00 | | |
| Fire Hose Purchase | | 2,000.00 | | | 2,000.00 | 7,500.00 | | 7,500.00 | | 7,500.00 |
| Air Pack Replacement | 5,000.00 | | | | 5,000.00 | 1,111.66 | | 1,111.66 | 3,419.01 | |
| Shellfish | 1,737.67 | | 2,793.00 | | 4,530.67 | | | 4,530.67 | | |
| | \$ 15,726.56 | \$ 200,849.00 | \$ 13,003.18 | \$ 16,605.96 | \$ 246,184.70 | \$ 214,419.94 | \$ 3,912.49 | \$ 218,332.43 | \$ 11,513.38 | \$ 16,338.89 |

TOWN OF WOOLWICH
STATEMENT OF DEPARTMENTAL OPERATIONS
FOR THE YEAR ENDED JUNE 30, 2019

| | BALANCE FORWARD 7/1/2018 | APPROPRIATIONS | CASH RECEIPTS | OTHER CREDITS | TOTAL | CASH DISBURSED | OTHER CHARGES | TOTAL | LAPSED UNEXPENDED (OVERDRAFT) | BALANCE FORWARD 6/30/2019 |
|----------------------------------|--------------------------------|-----------------|------------------|------------------|-----------------|-------------------|------------------|-----------------|-------------------------------------|---------------------------------|
| HEALTH AND WELFARE: | | | | | | | | | | |
| Solid Waste Committee | \$ - | \$ 2,500.00 | \$ - | \$ - | \$ 2,500.00 | \$ 398.25 | \$ - | \$ 398.25 | \$ 2,101.75 | \$ - |
| Landfill Monitoring | 4,650.00 | 5,850.00 | - | - | 10,500.00 | 6,350.00 | - | 6,350.00 | - | 4,150.00 |
| Septic System | 16,872.63 | - | - | - | 16,872.63 | - | - | - | - | 16,872.63 |
| Rescue Service Billing | - | - | 18,255.55 | - | 18,255.55 | - | - | - | 18,255.55 | - |
| Solid Waste | - | 192,868.00 | 255.00 | 6,735.09 | 199,858.09 | 199,858.09 | - | 199,858.09 | - | 30,699.23 |
| Landfill Closure | 30,699.23 | - | - | - | 30,699.23 | - | - | - | - | - |
| Household Hazardous Waste | - | 2,000.00 | - | - | 2,000.00 | 598.53 | - | 598.53 | 1,401.47 | - |
| General Assistance | 5,000.00 | 2,000.00 | 549.50 | - | 7,549.50 | - | - | - | - | 7,549.50 |
| Fishway | 59,841.35 | 2,000.00 | 20,449.00 | - | 80,290.35 | 1,105.00 | - | 1,105.00 | - | 79,185.35 |
| Health Officer | - | 1,200.00 | - | - | 1,200.00 | 1,150.00 | - | 1,150.00 | 50.00 | - |
| Health Officer Contingency | - | 500.00 | - | - | 500.00 | - | - | - | 500.00 | - |
| | \$ 117,063.21 | \$ 206,918.00 | \$ 39,509.05 | \$ 6,735.09 | \$ 370,225.35 | \$ 209,459.87 | \$ - | \$ 209,459.87 | \$ 22,308.77 | \$ 138,456.71 |
| UNCLASSIFIED: | | | | | | | | | | |
| Nequasset Park | \$ 1,339.40 | \$ 500.00 | \$ 10,066.73 | \$ 1,648.55 | \$ 13,554.68 | \$ 13,085.26 | \$ - | \$ 13,085.26 | \$ - | \$ 469.42 |
| Nequasset Trailbreakers | - | - | 761.30 | - | 761.30 | 400.00 | - | 400.00 | 361.30 | - |
| Nequasset Brook Bridge | - | 105,000.00 | - | - | 105,000.00 | - | - | - | 105,000.00 | - |
| Library Operations - Patten Free | 54,344.00 | - | - | - | 54,344.00 | 54,344.00 | - | 54,344.00 | - | - |
| Miscellaneous Donations | 19,087.00 | - | - | - | 19,087.00 | 19,087.00 | - | 19,087.00 | - | 117.20 |
| Cemeteries | 461.43 | 800.00 | - | - | 1,261.43 | 1,144.23 | - | 1,144.23 | - | 117.20 |
| Nequasset Church | 2,174.93 | 500.00 | - | - | 2,674.93 | 412.20 | - | 412.20 | (18.46) | 2,262.73 |
| Woolwich Historical Society | 7,306.53 | - | 1,376.00 | - | 8,682.53 | 18.46 | - | 18.46 | - | 7,685.38 |
| Heating Assistance Fund | 1,153.51 | - | - | - | 1,153.51 | 997.15 | - | 997.15 | - | 1,153.51 |
| Town Clock | - | - | - | - | - | - | - | - | - | - |
| Solar Panels Reserve | - | 7,000.00 | - | - | 7,000.00 | - | 7,000.00 | 7,000.00 | - | - |
| Animal Shelter | - | 3,994.00 | - | - | 3,994.00 | 3,993.60 | - | 3,993.60 | 0.40 | - |
| Monument Committee | - | 4,500.00 | - | - | 4,500.00 | 1,507.54 | - | 1,507.54 | 2,992.46 | - |
| | \$ 12,435.80 | \$ 195,725.00 | \$ 12,204.03 | \$ 1,648.55 | \$ 222,013.38 | \$ 94,989.44 | \$ 7,000.00 | \$ 101,989.44 | \$ 108,335.70 | \$ 11,688.24 |
| | \$ 210,469.52 | \$ 6,758,591.19 | \$ 1,196,237.09 | \$ 341,232.75 | \$ 8,506,530.55 | \$ 6,729,627.24 | \$ 311,912.12 | \$ 7,041,539.36 | \$ 1,208,282.27 | \$ 256,708.92 |

TOWN OF WOOLWICH
VALUATION, ASSESSMENT, AND COLLECTIONS
FOR THE YEAR ENDED JUNE 30, 2019

| | | |
|--|---------------------|---------------------------------|
| VALUATION: | | |
| Real Estate | \$ 350,590,900.00 | |
| Personal Property | <u>4,489,200.00</u> | |
| Total | | <u><u>\$ 355,080,100.00</u></u> |
| ASSESSMENT: | | |
| Valuation x Rate (\$355,080,100.00 x .015) | \$ 5,326,201.50 | |
| Supplementals | <u>12,834.50</u> | |
| | | \$ 5,339,036.00 |
| COLLECTIONS AND CREDITS: | | |
| Cash Collections | \$ 5,138,090.32 | |
| Prepaid | 6,995.89 | |
| Abatements | 613.50 | |
| Transfer to Tax Acquired | <u>3,553.50</u> | |
| Total Collections and Credits | | <u>5,149,253.21</u> |
| 2019 Taxes Receivable | | <u><u>\$ 189,782.79</u></u> |
| COMPUTATION OF ASSESSMENT | | |
| Tax Commitment | \$ 5,326,201.50 | |
| State Revenue Sharing | 115,348.19 | |
| Surplus - Appropriated at Town Meeting | 1,075,000.00 | |
| State BETE Program | 102,234.00 | |
| Homestead Reimbursement | <u>139,807.50</u> | |
| | | \$ 6,758,591.19 |
| REQUIREMENTS: | | |
| Municipal | \$ 1,711,968.00 | |
| County Tax | 723,877.00 | |
| Education | <u>4,262,685.00</u> | |
| | | 6,698,530.00 |
| OVERLAY | | <u><u>\$ 60,061.19</u></u> |

Schedule A-6

TOWN OF WOOLWICH
RECONCILIATION OF TREASURER'S CASH BALANCE
FOR THE YEAR ENDED JUNE 30, 2019

| | | | |
|----------------------------|----|--------------|-----------------|
| Bath Savings Institution: | | | |
| Landfill: | | | |
| Balance Per Bank Statement | | \$ | 35,155.13 |
| Bath Savings Institution: | | | |
| General Fund Checking: | | | |
| Balance Per Bank Statement | \$ | 1,218,863.91 | |
| Add: Deposits in Transit | | 12,871.66 | |
| Less: Outstanding Checks | | (19,365.50) | |
| Balance Per Books | | | 1,212,370.07 |
| First Federal Savings: | | | |
| Town Clock: | | | |
| Balance Per Bank Statement | | | 2,584.64 |
| Petty Cash | | | 400.00 |
| | | | \$ 1,250,509.84 |

Schedule A-7

STATEMENTS OF TAXES RECEIVABLE
FOR THE YEARS ENDED JUNE 30, 2019 AND 2018

| | 2019 | 2018 |
|-------------------|---------------|---------------|
| 2018-2019 | \$ 189,782.79 | \$ - |
| 2017-2018 | 220.91 | 139,478.47 |
| 2016-2017 | 231.46 | 231.46 |
| 2015-2016 | 75.26 | 547.38 |
| 2014-2015 | 82.94 | 82.94 |
| 2013-2014 | 80.04 | 80.04 |
| 2012-2013 | 48.64 | 48.64 |
| 2011-2012 | 41.25 | 41.25 |
| 2010-2011 | 25.73 | 25.73 |
| 2009-2010 | 17.90 | 17.90 |
| Total (Exhibit A) | \$ 190,606.92 | \$ 140,553.81 |

TOWN OF WOOLWICH
2019 TAXES RECEIVABLE
JUNE 30, 2019

Schedule A-8

Real Estate

| | |
|--|-----------|
| Ackerman, Susan N. (JT) | \$ 586.50 |
| Allisot, Donald, Jr. | 694.50 |
| Ambrose, Merle S., Jr. (JT) | 391.50 |
| Ambrose, Merle Stanley, Jr. (JT) | 390.75 |
| Andersen, Tammy L. - PR | 310.09 |
| Bailey, Margaret G. | 2,052.00 |
| Baker, Angela M. (Party in Possession) | 348.00 |
| Beam, Heather M. | 516.00 |
| Blersch, Trudi A B | 535.50 |
| Bonzagni, Marcelle D. | 6,166.50 |
| Boucher, Ronald M., Sr. | 1,285.50 |
| Bowen, Basil H. | 241.50 |
| Bowen, Basil H., Jr. | 836.74 |
| Bowman, Robert L. (JT) | 1,350.00 |
| Boynton, Charlotte A. | 1,993.50 |
| Bray, Maynard E. (JT) | 394.50 |
| C2SB LLC | 266.25 |
| C2SB LLC | 486.00 |
| C2SB LLC | 483.00 |
| C2SB LLC | 493.50 |
| C2SB LLC | 507.00 |
| C2SB LLC | 273.75 |
| C2SB LLC | 490.50 |
| C2SB LLC | 78.00 |
| Callan, Jillian K. (F/K/A) | 270.75 |
| Carleton, Chad S. (JT) | 309.75 |
| Cassidy, Kenneth J. (JT) | 1,407.75 |
| Caton, Dianne R. | 376.85 |
| Chadwick, Brian P. (JT) | 389.71 |
| Chandler, Pamela J. | 149.28 |
| Colby, Daniel & Julie | 1,323.00 |
| Crabtree, Gerald E., Jr. | 279.00 |
| Creamer, Joseph I. | 629.25 |
| Creamer, Joseph I. (JT) | 256.50 |
| Creamer, Joseph I., Jr. (JT) | 1,696.50 |
| Cressey, William Clayton (TC) | 2,284.50 |
| Crockett, James R. (JT) | 496.50 |
| Crosby, Stephen J. | 1,722.00 |
| Crossman, Richard B. | 613.50 |
| Curran, Timothy J. (JT) | 236.35 |
| Davis, Eric M., Jr. | 9.53 |
| Dodge, Tristan B. (JT) | 507.00 |
| Duncan, Timothy P. (JT) | 846.00 |
| Dunning, Michael (JT) | 540.00 |
| Dutton, William M. - PR (T/C) | 178.50 |
| Fagerson, Judith L. | 702.09 |
| Faulkingham, Donald L. (JT) | 334.36 |
| Federal National Mortgage Association | 2,371.50 |
| Fisher, Richard E. (JT) | 0.03 |
| Fisher, Richard E. (JT) | 0.92 |
| Foss, Jeffrey S. (JT) | 258.00 |
| Gardiner, Margaret A. | 333.00 |
| Geaghan, Terrance H. | 13,209.00 |
| Gilbert, Thomas - Person In Possession | 41.18 |
| Giles, Julie R. | 3,988.50 |

TOWN OF WOOLWICH
2019 TAXES RECEIVABLE
JUNE 30, 2019

Schedule A-8 (Cont'd)

| <u>Real Estate (Cont'd)</u> | |
|-------------------------------|----------|
| Goodenow, Gregory M. (JT) | \$ 0.04 |
| Goscinski, Paul | 45.48 |
| Greenlaw, Joanne S. | 4,063.50 |
| Greenlaw, William (JT) | 760.75 |
| Hagerthy, Michelle D. | 797.71 |
| Hall, Sarah Robey (JT) | 325.50 |
| Harper, Ewell, Jr. | 989.25 |
| Harvey, Gary A. | 1,026.00 |
| Hathorn Woods, LLC | 49.50 |
| Hathorn Woods, LLC | 201.00 |
| Hathorn Woods, LLC | 201.00 |
| Hathorn Woods, LLC | 201.00 |
| Hathorn Woods, LLC | 528.00 |
| Hathorn Woods, LLC | 381.00 |
| Hathorn Woods, LLC | 376.50 |
| Hathorn Woods, LLC | 312.00 |
| Hathorn Woods, LLC | 307.50 |
| Hathorn Woods, LLC | 307.50 |
| Hathorn Woods, LLC | 493.50 |
| Hathorn Woods, LLC | 433.50 |
| Hathorn Woods, LLC | 352.50 |
| Hathorn Woods, LLC | 264.00 |
| Hedberg, Erik | 517.50 |
| Herr, Edward | 557.25 |
| Herr, Edward W. (JT) | 553.50 |
| Hockomock Bay Farm, Inc. | 122.25 |
| Hockomock Bay Farm, Inc. | 2,373.00 |
| Hockomock Bay Farm, Inc. | 183.75 |
| Holbrook, John W. | 2,631.00 |
| Holcombe, Matthew M. | 3,346.50 |
| Johns, Adam A. | 371.50 |
| Johns, Travis N. | 406.50 |
| Johnston, Peter M. (JT) | 671.38 |
| Jones, Frances G. - (L/E) | 639.75 |
| Kaplan, Charlotte W. | 2,449.50 |
| Kelley, Cathy Ann | 519.00 |
| Kempner, Natalie K. - TTE | 3,921.00 |
| Kepler, David D. | 1,556.78 |
| King, Nelson | 109.50 |
| King, Vera T. | 532.50 |
| Kruk, Louise G. | 471.00 |
| Lambert, Samuel W. | 2,398.50 |
| Larkin, Paul T. | 541.50 |
| Leask, Roger C. | 441.00 |
| Leask, Roger C. | 222.00 |
| Leonard, James E. | 111.91 |
| Lewis, Amber Marie | 2.40 |
| Liller, Robin P. & Susanna E. | 4.34 |
| Lipfert, Gail E. | 450.00 |
| MacPherson, Scott A. (JT) | 363.00 |
| Mank, Joan L. | 892.50 |
| McFarland, Robert D. | 973.50 |
| Melanson, Barbara | 939.00 |
| Melville, Rita | 132.00 |

TOWN OF WOOLWICH
2019 TAXES RECEIVABLE
JUNE 30, 2019

Schedule A-8 (Cont'd)

| <u>Real Estate (Cont'd)</u> | \$ | |
|--|----------|--|
| Merrill, David M. | 1,801.50 | |
| Merrill, Glorene J. | 606.00 | |
| Mesplay, Todd | 3,381.00 | |
| Mesplay, Todd Lee | 1.27 | |
| Miller, Andrew C. (JT) | 3,817.30 | |
| Miller, Charles | 2,464.50 | |
| Moore, Heather D. | 1,102.50 | |
| Moore, Larry R. | 153.00 | |
| Moore, Larry R. - Person In Possession | 612.00 | |
| Morgan, Cynthia A. | 502.50 | |
| Morton, Bonnie L. | 952.50 | |
| Mosier, Alan R. | 1,070.25 | |
| Mosier, Dennis F. (JT) | 1,713.00 | |
| Mosier, Tony | 621.00 | |
| Murphy, Keith E. (JT) | 1,086.12 | |
| Murphy, Matthew E. (JT) | 372.00 | |
| Murphy, Randall D. | 985.50 | |
| Murphy, Sarah N. | 579.00 | |
| Neale, Joseph E. & Virginia A. | 1,648.17 | |
| Newcomb, Pamela Jean | 222.54 | |
| Northern NE Telephone Operations LLC | 4.50 | |
| Osmond, Elaina | 979.50 | |
| Otero, Michael A. | 1,884.00 | |
| Otis, Robert W. | 43.06 | |
| Overmiller, Catherine (T/C) | 1,203.00 | |
| Page, Susan M. (f/k/a) JT | 2,109.00 | |
| Paolini, Rosemarie (JT) | 93.34 | |
| Parker, George E. (JT) | 2,098.50 | |
| Patterson, Benjamin T. (T/C) | 1,258.39 | |
| Patti, Joseph | 1,149.75 | |
| Peaslee, Jacqueline - Person in Possession | 129.75 | |
| Perrine, Stephen C. (JT) | 811.50 | |
| Peters, Jeffrey T. | 36.21 | |
| Pierce, Cathy A. | 741.15 | |
| Polizotto, Marc M. (JT) | 1,906.50 | |
| Ponziani, Michael E. | 585.00 | |
| Provident Trust Group, LLC | 909.00 | |
| Puff, Stephan T. (TC) | 807.75 | |
| Rice, Andrew M. (TC) | 461.61 | |
| Rice, Jonathan R. | 273.00 | |
| Richard, Amy L. | 315.75 | |
| Richard, Matthew A. (JT) | 1,980.87 | |
| Ricker, Darryl (JT) | 309.75 | |
| Robson, Raymond E., Jr. | 37.16 | |
| Robson, Raymond E., Jr. | 11.37 | |
| Robson, Raymond E., Jr. | 22.64 | |
| Robson, Raymond E., Jr. | 71.54 | |
| Robson, Raymond E., Jr. | 13.58 | |
| Robson, Raymond E., Jr. | 73.94 | |
| Rogers, Helen - CO-TTEE | 1,644.00 | |
| Rogers, Margaret RH (f/n/a) | 1,102.50 | |
| Rose, Nancy L. - L/E | 852.00 | |
| Rowe, Judy L. | 513.00 | |
| Rowe, Judy L. | 1,290.00 | |

TOWN OF WOOLWICH
2019 TAXES RECEIVABLE
JUNE 30, 2019

Schedule A-8 (Cont'd)

Real Estate (Cont'd)

| | | |
|-------------------------------------|-------------|---------------|
| Shatto, Gwendolyn Locke | \$ 1,215.75 | |
| Sigurdson, Vincent | 934.50 | |
| Smart Perille, Helen R. (JT) | 1,452.00 | |
| Smith, David D. | 960.00 | |
| Sommerlier Holdings, LLC | 597.00 | |
| Stenquist, Sandra W. | 600.94 | |
| Stephenson, Kevin | 843.00 | |
| Stimpson, Teresa S. | 528.75 | |
| Stowell, Heath M. (JT) | 737.25 | |
| Sullivan, Robert J. (JT) | 1,508.25 | |
| Sykes, Robyn L. - PR | 6.98 | |
| Sykes, Susan - TTEE | 1,906.98 | |
| Tharp, Edward A. (JT) | 1,176.00 | |
| Thayer, Brenda J. | 1,275.00 | |
| Thompson, Gary V. & Sue A. | 702.00 | |
| Tobey, Gregory | 364.50 | |
| Turner, Melinda LW | 565.50 | |
| Van Der Werf, Angela Hird - PR | 357.00 | |
| Varney, Timothy A. (JT) | 988.50 | |
| Verrill, Carol J. - L/E | 2,409.00 | |
| Verrill, Mark | 2,653.50 | |
| Verrill, Mark S. | 1,977.00 | |
| Vining, Kenneth E., Jr. (JT) | 2,604.00 | |
| Vining, Kenneth E., Jr. (JT) | 946.50 | |
| Vining, Kenneth E., Jr. (JT) | 628.50 | |
| Walsh, Susanna E. | 904.32 | |
| Waters, Merilee A. | 760.50 | |
| Whitcomb, Ronald W. (T/C) | 29.82 | |
| Wilson, Cyrus R. (JT) | 51.69 | |
| Woerter, Richard W. (TC) - Heirs of | 165.00 | |
| Woodman, Kathy | 747.00 | |
| Wright, Pamela J. | 2,965.50 | |
| Wright, Ralph, III (TC) | 4,549.50 | |
| Wright, Wilbur A. | 431.36 | |
| Wright-Tomlins, Shelby E. | 1,014.00 | |
| | <hr/> | |
| | | \$ 187,724.77 |

Personal Property Tax

| | | |
|-------------------------------------|----------|---------------|
| C A R LLC | \$ 19.50 | |
| Carver, Davis B. | 1.84 | |
| Creamer & Sons | 8.25 | |
| GCN Holding, LLC | 1.50 | |
| GTP Acquisitions Partners II, LLC | 1,794.00 | |
| Hamilton, Alexander | 157.50 | |
| Portland Computer Copy Print (PCCI) | 37.50 | |
| Robson, Raymond E., Jr. | 4.93 | |
| Vining, Kenneth & Lori | 33.00 | |
| | <hr/> | |
| | | 2,058.02 |
| | | <hr/> <hr/> |
| | | \$ 189,782.79 |

TOWN OF WOOLWICH
TAX LIENS
JUNE 30, 2019

Real Estate2018

| | |
|---|--------------|
| AA Development, LLC | \$ 248.40 |
| Bailey, Margaret G. | 704.25 |
| Baker, Angela M. (Party in Possession) | 104.07 |
| Bowen, Basil H. | 231.84 |
| Bowman, Robert L. (JT) | 1,296.00 |
| C2SB, LLC | 233.28 |
| C2SB, LLC | 231.84 |
| C2SB, LLC | 236.88 |
| C2SB, LLC | 243.36 |
| C2SB, LLC | 235.44 |
| Creamer, Joseph I., Jr. (JT) | 1,654.56 |
| Dodge, Tristan B. (JT) | 1.37 |
| Dutton, William M. - PR (T/C) | 171.36 |
| Federal National Mortgage Association | 1,138.32 |
| Geaghan, Terrance H. - Person in Possession | 12,680.64 |
| Harvey, Gary A. | 984.96 |
| Holbrook, John W. - Person in Possession | 2,525.76 |
| Holcombe, Matthew M. | 2,417.88 |
| Kaplan, Charlotte W. | 2,351.52 |
| Kelley, Cathy Ann | 243.10 |
| Mank, Joan L. | 856.80 |
| McFarland, Robert D. | 934.56 |
| Moore, Heather D. | 1,058.40 |
| Moore, Larry R. - Person in Possession | 508.37 |
| Morton, Bonnie L. | 914.40 |
| Mosier, Dennis F. (JT) | 1,357.65 |
| Mosier, Tony - Person in Possession | 415.40 |
| Murphy, Randall D. | 564.39 |
| Murphy, Sarah N. | 555.84 |
| Osmond, Elaina | 940.32 |
| Page, Susan M. (JT) | 1,281.73 |
| Parker, George E. (JT) | 1,737.33 |
| Polizotto, MM & RD | 1,830.24 |
| Rose, Nancy L. - L/E | 817.92 |
| Rowe, Judy L. | 492.48 |
| Rowe, Judy L. | 760.57 |
| Thayer, Brenda J. | 1,223.31 |
| Turner, Melinda L W | 542.88 |
| Varney, T A & E M (JT) Person in Possession | 571.13 |
| Verrill, Carol J. - L/E | 2,024.64 |
| Verrill, Mark | 2,547.36 |
| Verrill, Mark S. | 1,897.92 |
| Vining, Kenneth E., Jr. (JT) | 470.00 |
| Vining, Kenneth E., Jr. (JT) | 908.64 |
| Vining, Kenneth E., Jr. (JT) | 603.36 |
| Waters, Merilee A. | 730.08 |
| Woodman, Kathy | 695.96 |
| Wright, Pamela J. | 2,846.88 |
| | \$ 58,023.39 |

Schedule A-10

TOWN OF WOOLWICH
 PRIOR YEARS TAXES RECEIVABLE
 JUNE 30, 2019

| | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | TOTALS |
|-----------------------------------|----------|----------|----------|----------|----------|----------|----------|-----------|-----------|-----------|
| Ambrose Auto Repair | \$ - | \$ - | \$ 17.50 | \$ 16.64 | \$ 17.94 | \$ 17.16 | \$ 14.20 | \$ 12.78 | \$ 11.52 | \$ 107.74 |
| C A R, LLC | 17.90 | | | 28.16 | 30.36 | 27.17 | 24.14 | 22.72 | 20.16 | 152.71 |
| Coastal Lighting & Design | | | | | | | | | 85.55 | 17.90 |
| GTP Acquisitions Partners II, LLC | | | 20.00 | | | | | | | 85.55 |
| Hagen, Chuck | | 4.90 | 3.75 | 3.84 | 4.14 | 4.29 | 2.84 | 2.84 | 2.88 | 20.00 |
| Mikel's Wool | | 15.93 | | | | | | | | 29.48 |
| Hathorn, Niel | | | | | | | | | | 15.93 |
| Portland Computer & Copy Print | | | | | | | | 44.02 | 40.32 | 84.34 |
| Redbox Automated Rental | | | | | | 5.72 | 5.68 | 120.70 | | 120.70 |
| Skillin, Phillip | | | | | | | | | | 11.40 |
| Storytime Too | | 4.90 | | | | | | | | 4.90 |
| Verrill, Lanny | | | | | 27.60 | 28.60 | 28.40 | 28.40 | 28.80 | 141.80 |
| Vining, Kenneth & Lori | | | | | | | | | 31.68 | 31.68 |
| | \$ 17.90 | \$ 25.73 | \$ 41.25 | \$ 48.64 | \$ 80.04 | \$ 82.94 | \$ 75.26 | \$ 231.46 | \$ 220.91 | \$ 824.13 |

Schedule A-11

TOWN OF WOOLWICH
TAX ACQUIRED PROPERTY
JUNE 30, 2019

| | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> | <u>TOTALS</u> |
|---------------------------|------------------|--------------------|--------------------|--------------------|---------------------|
| Booker, Philip V., Sr. | \$ - | \$ 905.33 | \$ 908.64 | \$ 1,246.50 | \$ 3,060.47 |
| Hird, Craig B. | | 408.96 | 342.72 | | 751.68 |
| Pinkham, Alan W. | | 860.52 | 872.64 | 909.00 | 2,642.16 |
| Veles Investments, LLC | 495.58 | 495.58 | 502.56 | 523.50 | 2,017.22 |
| Wright, Beverly, Heirs of | | 827.86 | 839.52 | 874.50 | 2,541.88 |
| | <u>\$ 495.58</u> | <u>\$ 3,498.25</u> | <u>\$ 3,466.08</u> | <u>\$ 3,553.50</u> | <u>\$ 11,013.41</u> |

Schedule A-12

SUPPLEMENTAL TAXES AND ABATEMENTS
JUNE 30, 2019

SUPPLEMENTAL TAXES

| | | |
|-----------------------------|-----------------|---------------------|
| Barry & Margaret Warnke | \$ 1,124.00 | |
| Edward & Marianne Rice | 9,852.00 | |
| Francis & Kathleen Spinelli | <u>1,245.00</u> | |
| | | <u>\$ 12,221.00</u> |

ABATEMENTS

| | | |
|--------------------------------|--------------|------------------|
| <u>Real Estate</u> | | |
| Sarah Robey & Christopher Hall | \$ 582.00 | |
| LIT Bank, N.A. | <u>31.50</u> | |
| | | <u>\$ 613.50</u> |

Schedule A-13

TOWN OF WOOLWICH
CEMETERY TRUST FUNDS
JUNE 30, 2019

TIME DEPOSITS:

First Federal Savings:

| | |
|-----------------------------|---------------|
| Fire Protection Fund | \$ 210.83 |
| Roxanne Stephens | 398.75 |
| Francis Gilmore | 1,795.41 |
| Tanner Square Memorial Fund | 511.33 |
| | <u>511.33</u> |

\$ 2,916.32

Bath Savings Institution:

| | |
|--------------------------------------|---------------|
| Murphy's Corner Cemetery Association | \$ 9,253.00 |
| Thwings Point Cemetery | 446.27 |
| | <u>446.27</u> |

9,699.27

Fund Balance, June 30, 2019 (Exhibit H)

\$ 12,615.59

CEMETERY PERPETUAL CARE FUNDS:

| | <u>PRINCIPAL</u> | <u>UNEXPENDED INCOME</u> |
|--------------------------------------|--------------------|------------------------------|
| Fire Protection Fund | \$ 27.02 | \$ 183.81 |
| Roxanne Stephens | 50.00 | 348.75 |
| Frances Gilmore | 500.00 | 1,295.41 |
| Tanner Square Memorial Fund | 124.66 | 386.67 |
| Murphy's Corner Cemetery Association | 8,730.00 | 523.00 |
| Thwings Point Cemetery | 500.00 | (53.73) |
| | <u>\$ 9,931.68</u> | <u>\$ 2,683.91</u> |

TOWN OF WOOLWICH
CAPITAL RESERVE FUNDS
JUNE 30, 2019

| | | |
|---|--------------------|---------------------|
| BUILDING RESERVE: | | |
| Balance, July 1, 2018 | \$ 20,367.08 | |
| Add: Interest | 46.93 | |
| Less: Transfer to General Fund | <u>(3,906.91)</u> | |
| Balance, June 30, 2019 | | \$ 16,507.10 |
| EMERGENCY SERVICES REPLACEMENT RESERVE: | | |
| Balance, July 1, 2018 | \$ 36,896.96 | |
| Add: Interest | 90.67 | |
| Less: Fees | (33.75) | |
| Transfer to General Fund | <u>(36,953.88)</u> | |
| Balance, June 30, 2019 | | - |
| OLD TOWN HOUSE RESERVE: | | |
| Balance, July 1, 2018 | \$ 2,009.32 | |
| Add: Interest | 5.87 | |
| Less: Transfer to General Fund | <u>(24.99)</u> | |
| Balance, June 30, 2019 | | 1,990.20 |
| SEPTIC RESERVE: | | |
| Balance, July 1, 2018 | \$ 14,602.30 | |
| Add: Interest | <u>42.20</u> | |
| Balance, June 30, 2019 | | 14,644.50 |
| GENERATOR RESERVE: | | |
| Balance, July 1, 2018 | \$ 3,005.22 | |
| Add: Transfer from General Fund - Appropriation | 1,000.00 | |
| Interest | <u>8.29</u> | |
| Balance, June 30, 2019 | | 4,013.51 |
| ELEVATOR RESERVE: | | |
| Balance, July 1, 2018 | \$ 2,003.01 | |
| Add: Transfer from General Fund - Appropriation | 1,000.00 | |
| Interest | <u>5.53</u> | |
| Balance, June 30, 2019 | | 3,008.54 |
| SOLAR PANEL RESERVE: | | |
| Balance, July 1, 2018 | \$ 7,000.00 | |
| Add: Transfer from General Fund - Appropriation | <u>10.31</u> | |
| Balance, June 30, 2019 | | 7,010.31 |
| | | <u>\$ 47,174.16</u> |

Snowplowing Contracts

| CONTRACT | FY20/21 | | | | | |
|------------------------|-------------------|-------------|-------------|-------------|-------------|-------------------|
| Contract A (Shaw) | 136,000.00 | | | | | 136,000.00 |
| Contract B (Shaw) | 127,500.00 | | | | | 127,500.00 |
| Contract C (Jewell) | 136,000.00 | | | | | 136,000.00 |
| Contract D-1 (Quonset) | 22,146.00 | | | | | 22,146.00 |
| Contract D-2 (Shaw) | 93,500.00 | | | | | 93,500.00 |
| Contract E (Quonset) | 11,941.00 | | | | | 11,941.00 |
| TOTAL | 527,087.00 | 0.00 | 0.00 | 0.00 | 0.00 | 527,087.00 |

Town Administrator and Treasurer

Nature of Work:

This is responsible and varied professional work as the Chief Administrator Officer in assisting the Board of Selectmen in managing Town affairs in accordance with Municipal Ordinances and the laws of the State of Maine and of the United States.

The Administrator is charged with executing the policies and procedures put forth by the Board of Selectmen and the Town Meeting. The Administrator is responsible for the annual consolidation of a proposed budget (in conjunction with the Selectmen) and the administration of the budget once adopted. The Administrator is also responsible for developing administrative procedures and for ensuring adherence to these procedures by all departments and employees.

The Administrator is charged with the responsibility of advising the Board and general public on the current status of all affairs of the Town and is responsible for preparing an annual report of the previous year's activities.

The Administrator is responsible for the maintenance of sound positive public relations between the Town and its citizens; between the Town and other governmental agencies and between the various boards and commissions that make up the Town Government. The Administrator will attend Board meetings and/or Commission meetings as deemed necessary.

The Administrator performs such other duties as may be directed by the Board of Selectmen.

Essential Duties and Responsibilities:

Examples of work:

- Carries out the directives of the Board of Selectmen; prepares reports and written recommendations as part of these activities.

- Attends meetings of the Board of Selectmen, preparing agenda and providing supporting documents and information pertinent to agenda items as needed.

- Recording and publishing the meeting minutes.

- Serves as the liaison between the Board of Selectmen and personnel and directs the Town's staff.

- Monitors the budget and all financial affairs of the Town; works closely with Selectmen and Department Heads to develop a comprehensive budget and work program.

- Administers the yearly operating budget and capital improvements budgets, submitting regular reports to the Board on the status of the Town's budget.

- Responsible for implementing all Board of Selectmen's policy decisions and providing staff in all departments with the clear and efficient operating procedures necessary to carry out Board policy mandates.

- Serves as the approval agent for Town purchasing.

- Performs all functions of the General Assistance Administrator.

- Performs all functions of the Town Treasurer's Office including the maintenance of all Town financial accounts; preparation of Town Warrants for payment of bills and payroll; maintaining liaisons with the school department, fire department, banks, auditors and the general public; preparation of monthly reports of the Town's financial status. Work will be performed in accordance with applicable laws and generally accepted accounting procedures; filing of IRS, Social Security and Unemployment reports.

- Attends meetings and conventions on behalf of the Town with prior notice to the Selectboard.

- Serves as liaison between the Board of Selectmen and various public and private agencies and businesses and the citizens of the Town. Is Ex-officio member of the Recreation Committee.

- Performs the duties of the Tax Collector/ Town Clerk in his / her absence as per the job description.

- Represents the Town to a variety of outside organizations.

Requirements of Work

Knowledge of municipal management, municipal government, programs, community problems, and decision-making processes.

Knowledge of municipal financial management and accounting procedures, budgeting and investments.

Knowledge of the statutory Treasurer's responsibilities as practiced in the State of Maine.

Knowledge of application process for state and federal grant programs.

Knowledge of state and federal programs and decision-making processes.

Knowledge of the principles of personnel administration.

Working knowledge of purchasing principles and practices, including the bid process.

Knowledge of the principles, policies, laws and regulations of municipal accounting, including payroll.

Knowledge of methods of receiving, depositing and disbursing large amounts of money.

Ability to exercise judgement and initiative in analyzing and evaluating accounting problems, and in making recommendations to improve financial management procedures.

Working knowledge of computer systems, word processing , data entry and municipal accounting software.

Ability to communicate effectively orally and in writing, including research capability and reporting ability.

Ability to maintain positive relations with town personnel and to direct, supervise and motivate staff.

Ability to organize and use time effectively and to be creative and analytical.

Ability to listen and to accept criticism; must possess conflict resolution skills and public relation skills.

Training and Experience Required

Considerable experience in a responsible position of a managerial nature, preferably in local government. A background in financial management and accounting, budget preparation and accounting, personnel management, administrator/organizational development, human relations skills. A degree in public administration or related field or any equivalent combination of experience and training.

Approved by the Board of Selectmen on March 26, 2007

Town Clerk

Nature of Work

This is responsible administrative work in the custody of Town records and in serving as Town Clerk. This is an appointed position in the Town of Woolwich.

Employee of this class is responsible for the preparation and maintenance of official documents; supervision of elections; issuance of various licenses and permits; recording various documents; and preparation of reports. Work is performed in accordance with the Town ordinances and State and federal laws with a high degree of independence and general supervision from the Town Administrator.

Essential Duties and Responsibilities

Examples of Work (Illustrative Only):

Validates official documents, oversees posting of official notices and advertisements, records papers with federal and state government as received.

Issues various licenses such as marriage, hunting, fishing and dog licenses, and maintains all related records.

Administers all elections including scheduling and appointing ballot clerks; orders and prepares ballots; issues absentee ballots; processes and records ballots and reports election results and accepts voter

registration as Registrar of Voters.

Maintains records of births, deaths, marriages, burials and sends monthly reports to the State of Maine Office of Vital Statistics; issues certified copies of same.

Participates in the collection of various taxes including excise and property taxes

Computes excise tax on new and used automobiles, trucks, trailers, motorcycles and boats, keeping and processing records of same.

Prepares monthly reports on various areas of office activity.

Collects monies and answers inquiries at Town Office.

Prepares a daily deposit of all monies received in the Town Office.

Administers all "oaths of office"; maintains terms of office for boards/committees.

Performs related duties as required.

May be required to fill in for Administrator (i.e. Take minutes of Selectboard meetings)

Requirements of Work

Thorough knowledge and understanding of the State statutes relating to the duties and responsibilities of town and city clerks.

Thorough knowledge of modern office procedures, practices and equipment.

Ability to establish and maintain effective working relationships with other Town officials, employees and the general public.

Ability to rapidly acquire and assimilate knowledge of the provisions of the Town ordinances and state regulations relating to the operation of the office and Town government, and ability to communicate this to office staff and the public.

Proficiency in the use of the adding machine and typewriter.

Ability to maintain records and prepare reports.

Ability to plan, assign and supervise the work of subordinates.

Ability to use the computer system to conduct business and maintain records.

Ability to perform the duties of the Deputy Tax Collector and Deputy Treasurer as required.

Training and Experience Required

High school graduation and experience in work involving the maintenance and preparation of records supplemented by courses in business education or office procedures; or any equivalent combination of experience and training.

Tax Collector

Nature of Work

This is responsible administrative and fiscal work in the collection and handling of Town funds. This is an appointed office in the Town of Woolwich.

Employee of this class is responsible for the collection and recording of town funds. Work involves tax collection, maintaining liaison with Town departments and the general public, and supervising department staff. Work is performed with considerable independence of action in accordance with applicable laws and following generally accepted accounting practices. Work is reviewed through observation, verification, internal audit, fiscal audit and general supervision from the Town Administrator.

Essential Duties and Responsibilities

Examples of Work (Illustrative Only):

Receives and processes all tax payments by mail; records and balances all payments.

Reconciles tax collections to General Ledger on a monthly basis.

Prepares and records tax liens and all other duties required by the tax lien process.

Collects monies and answers inquiries at Town Office.

Prepares all reports of tax collections and reports to the State on excise taxes and registrations.

Prepares timely tax receipt deposits and enters amounts into computer.
 Assists in the collection of taxes, fees and other transactions at the counter.
 Helps with the preparation of elections
 May be required to fill in for Administrator (i.e. Take minutes of Selectboard meetings)
 Performs related duties as required.

Requirements of Work

Working knowledge of the principles and practices of municipal accounting.
 Thorough knowledge of the lien process.
 Working knowledge of the principles and practices of municipal cash management.
 Thorough knowledge of excise tax collection: laws, updates.
 Ability to prepare regular reports on tax collection activities.
 Considerable knowledge of modern methods of receiving, depositing and disbursing large amounts of money.
 Ability to plan, organize, supervise and review the work of subordinates.
 Ability to deal courteously with the public and to establish and maintain effective work relationships with other employees and the public.
 Ability to perform the duties of Deputy Town Clerk, E911 Addressing Officer and Assessing Agent Assistant.

Training and Experience Required

High school graduation, plus experience in the collection and management of monies; knowledge of the laws pertaining to property and excise taxes; or any equivalent combination of experience and training.

Codes Enforcement Officer

Nature of Work

This is responsible administrative and technical work in carrying out the building and plumbing inspections and in securing compliance with code and zoning regulations. This position is responsible for issuing building and plumbing permits; conducting building, housing and plumbing inspections; enforcing certain state and municipal zoning ordinances; maintaining liaison with appropriate state and local agencies; and maintaining department records and reports. Work is performed under the general supervision of the Selectmen with considerable independent judgment and discretion in accordance with applicable laws and ordinances. Work is reviewed through reports, discussions and results achieved.

Examples of Work

- Inspects buildings which are under construction for compliance with building or zoning requirements as prescribed by the municipal ordinances.
- Provides code information as requested by banks, lawyers, Realtors, developers, and to individuals.
- Reviews building and plumbing plans for compliance before issuing permits.
- Investigates complaints of possible code violations, including building, plumbing and zoning; initiating appropriate action to ensure compliance as necessary.
- Interviews applicants and reviews applications for building and plumbing permits; calculates fees and issues same.
- Makes inspections of permitted projects and issues Certificates of Occupancy when appropriate.
- Attends Board of Selectmen, Planning Board, and Board of Appeals meetings as necessary.
- Prosecutes zoning violators in court under Rule 80(K).
- Prepares and maintains records and reports.
- Performs related work as required.

- Considerable knowledge of approved methods and materials used in building construction of plumbing repair and installations.
- Considerable knowledge of local, state and federal enactment governing plumbing construction, use and occupancy and ability to interpret same.
- Considerable knowledge of State and Town zoning ordinance provisions and ability to interpret same.
- Must possess a valid motor vehicle operator's license.
- Must possess the required State certifications under 30-A MRSA §4201-4202, and 30-A MRSA §4451.
- Possess any other appropriate inspection licenses for direct inspections work performed.

Municipal Shellfish Warden

Nature of Work

The Municipal Shellfish Warden is responsible for performing routine and complex public law enforcement work in the application of the Shellfish Conservation Ordinance. Performance is under the general supervision of the Board of Selectmen, with considerable independent judgment and discretion in accordance with applicable laws and ordinances. Work is reviewed through reports, discussions and results achieved.

The Municipal Shellfish Warden will be subject to an annual performance review conducted by the Board of Selectmen and the Shellfish Committee.

Examples of Work

- Patrols all Town shellfish and clam flats to ensure the lawful harvesting and collection of shellfish.
- Posts closure and pollution signs on the clam flats when required as well as posting a sign on the Town Office bulletin board.
- Checks the licenses of shellfish harvesters while on patrol.
- Inspects shellfish harvests to ensure compliance with minimum size requirements.
- Prepares regular reports on the activities and results of patrols as required by and submitted to the Shellfish Committee and Board of Selectmen.
- Meets with the Shellfish Committee as requested.
- Obtains approval from the Shellfish Committee for all expenditures of more than \$100.00 prior to making purchases.
- Notifies the Board of Selectmen when unable to perform assigned duties or when out of Town for more than one week.
- Issues summonses for violation of the Shellfish Conservation Ordinance.
- The Warden has the power to arrest all violators.
- Performs related work as directed by the Selectmen.

Requirements of Work

1. Knowledge of the Shellfish Conservation Ordinance and the practices and theory of conservation activities.
2. Knowledge of modern principles and practices of Law Enforcement.
3. Shall attend annual training as required for state certification as a Municipal Shellfish Warden.
4. Ability to cope with situations firmly, courteously, tactfully and with respect for the rights of others.
5. Ability to analyze situations quickly and objectively and to determine the proper course of action.
6. Ability to remember names, faces and details of incidents often under stressful conditions.
7. Ability to understand and carry out oral and written instructions.

8. Ability to communicate both orally and through written reports.
9. Ability to operate a motor vehicle.

Desirable Training and Experience

High School graduation, plus experience in law enforcement; or any equivalent combination of training and experience. Will be expected to attend and complete 100-hour Criminal Justice Academy training if not already a graduate.

Personal Protection

The Municipal Shellfish Warden may carry chemical defense spray and a firearm while on patrol in the Town of Woolwich.

Special Requirements

Must possess a valid motor vehicle operator's license.

Must possess and maintain an adequate vehicle to be used for patrols.

Physical Demands

1. The employee is occasionally required to climb, or balance, stoop, kneel, crouch, or crawl.
2. The employee must be able to lift and/or move more than 50 pounds.
3. While performing the duties of this job, the employee normally works in outside weather conditions.

The employee may be confronted by belligerent persons in precarious places and may be exposed to cold, hot, wet and/or humid conditions.

Work Environment

1. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

2. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

3. The job description does not constitute an employment agreement between the Town of Woolwich and the employee and is subject to change by the Town of Woolwich as the needs of the town and requirements of the job change.

Approved by the Board of Selectmen on September 24, 2000

Revised by the Board of Selectmen on March 12, 2001

Animal Control Officer

Nature of Work

The Animal Control Officer (ACO) is responsible for performing routine and complex public safety work in the enforcement of animal control laws, rules, regulations and ordinances. Performance is under the general supervision of the Board of Selectmen, with considerable independent judgment and discretion in accordance with applicable laws and ordinances. Work is reviewed through reports, discussions and results achieved.

Examples of Work

- Responds and investigates complaints concerning animal problems or violations and ensures that the laws established in 7 MRSA Chapters 719, 720, 721, 725, 729, 739, & 741 and municipal ordinances are enforced. Problems and violations would include but are not limited to uncontrolled animals, damage done by animals, cruelty to animals and animals that are sick, injured, or abandoned.

- Insures dogs six months or older are currently licensed with the municipality.

- Inspects kennels in accordance to "Maine's Rules Setting Minimum Standards for: Pet Shops, Shelters, Kennels and Boarding Kennels".

- Responds to reports of an animal suspected of having rabies and ensures that the procedures established in 22 MRSA § 1313-A and “Rules Governing Rabies Management” are carried out.

- Issues warnings or summons regarding animal control cases as required by state laws, rules and regulations and municipal ordinances.

- Appears in court to testify regarding animal cases.

- Prepares monthly and annual reports of activities. Compiles a variety of data regarding animal control.

- Removes dead animals from roads.

- Works closely with the media, public interest groups, schools and businesses to promote public awareness of state laws, rules and regulations and municipal ordinances regarding rabies, animal control, and humane treatment of animals.

- Works using own judgment in deciding course of action, expected to handle difficult and emergency situations and requesting assistance when necessary.

- Qualified to use a weapon for dispatching animals in accordance with state rules and regulations and municipal ordinances.

- Maintains normal availability by radio, pager or telephone for consultation or emergencies.

- Transports stray animals to the contracted animal shelter.

Requirements of Work

1. High school diploma or GED equivalent.

2. Some knowledge of law enforcement principles, procedures, techniques, and equipment; working knowledge of animal restraint and care techniques.

3. Some skill in operating the tools and equipment listed below.

4. Ability to learn the applicable state laws, rules and regulations, and municipal ordinances.

5. Ability to communicate effectively orally and in writing; ability to establish and maintain effective working relationships with subordinates, peers, supervisors, and the public.

6. Ability to exercise sound judgment in evaluating situations and in making decisions.

7. Ability to follow verbal and written instructions.

8. Ability to learn the municipality’s geography.

Special Requirements

1. Must possess, or be able to obtain at time of hire, a valid State Driver’s License.

2. Must be a certified animal control officer by the Maine Department of Agriculture within six months of appointment.

Tools and Equipment Used

Animal capture equipment, police radio, pager, and first aid equipment.

Physical Demands

1. The employee is occasionally required to climb, or balance, stoop, kneel, crouch, or crawl.

2. The employee must be able to lift and/or move more than 50 pounds.

3. While performing the duties of this job, the employee frequently works in outside weather conditions.

The employee may work with dangerous, sick, and injured animals, in high, precarious places, and may be exposed to cold, hot, wet and/or humid conditions.

Work Environment

1. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

2. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

3. The job description does not constitute an employment agreement between the Town of Woolwich and the employee and is subject to change by the Town of Woolwich as the needs of the town and requirements of the job change.

Fire Chief

Nature of Work

This position is responsible for administrative tasks and supervision of firefighting and fire prevention activities of the Woolwich Fire Department.

The Fire Chief has direct responsibility for the efficient operation of the Fire Department. Efficient operation is meant to include implementing a training program and maintaining training records that meet the State of Maine's Minimum Safety Standards (Title 26, Chapter 28). Work involves the supervision of maintenance of all department equipment, the prevention and extinguishment of fire, the protection of life and property, and the removal of fire hazards within the Town.

The Fire Chief is the superior officer within the department and has the authority to assume command at fire scenes. The Fire Chief's work is reviewed through discussions of problems and policies under the supervision of the Board of Selectmen.

Fire Chief's Duties

1. Directs and supervises maintenance, repair, improvement and replacement of firefighting equipment and fire fighters' gear.
2. Implements a training program which meets the State of Maine's Minimum Safety Standards. Supervises the training schedule to ensure the training of personnel in firefighting methods and use of equipment that meet that standard.
3. Directs and controls all volunteer fire fighters in the performance of firefighting operations within the municipality.
4. Prepares and administers the department budget. The Fire Chief shall submit a departmental budget to the Administrative Assistant not later than February 1st each year.
5. Prepares and submits to the Board of Selectmen a biweekly report regarding the operation of the department as well as a summary of fire and/or rescue incidents.
6. Supervises the administrative details of the department, including requisition of materials, supplies, and equipment and maintains adequate records and reports for same.
7. Prepares for the auditor and the insurance carrier an annual inventory of firefighting equipment and firefighting gear which is submitted to the Administrative Assistant.
8. Responsible for the development and implementation of an annual fire prevention program and activities in the local school.
9. Provides maintenance for all fire equipment owned by the municipality and used by the fire department.
10. Prepares and administers written Standard Operating Procedures and Policies for the department that meet the Bureau of Labor's minimum standards.
11. Suppresses disorder and tumult at the scene of a fire and generally directs all operations to prevent further destruction and damage.
12. Performs related work as required by the Board of Selectmen as pertains to state law.

Fire Warden's Duties

Historically the Fire Chief has also acted as the Fire Warden. For as long as that pattern continues, the job description shall define the Fire Warden's duties as follows:

Directs and performs fire prevention activities such as issuance of fire permits, and fire investigations in cooperation with State and local authorities. (Pursuant to Maine State Law the Fire Chief shall not

issue burn permits for the burning of household trash given the Town of Woolwich has a curbside removal contractor.)

Requirements

Extensive knowledge and experience in firefighting equipment, methods and techniques, hydraulics, and fire prevention methods.

1. Thorough knowledge of the rules and regulations of the department and fire prevention codes and ordinances.
2. Thorough knowledge of the street system and geography of the Town.
3. Thorough knowledge of the water supply and hydrant system of the Town.
4. Ability to effectively direct, with good judgment, the operations and activities of personnel and equipment under emergency conditions.
5. Ability to effectively work with, and maintain good working relationships with other municipal officials, State and Federal authorities and the general public.

Experience and Training

Progressively responsible firefighting experience, including supervisory and administrative responsibilities; high school graduation supplemented by specialized instruction in fire prevention and firefighting; or any equivalent combination of experience and training.

Necessary Special Requirement

Must possess valid appropriate State of Maine motor vehicle operator's license.

EMS Director Duties/Job Description

We, the Board of Selectmen, for the town of Woolwich set the following as the Woolwich EMS Director's duties and Operational Structure.

1. The EMS Director shall be appointed by the Board of Selectmen.
2. The Director works for and reports to the Fire Chief.
3. The Director will appoint an assistant.
 - a) That Assistant shall serve at the will and pleasure of the Director.
 - b) The Assistant Director will perform all duties assigned by the Director.
 - c) The Assistant Director shall have all the same duties and authority as the Director if the Director is unavailable and may not be contacted in a reasonable time.
4. The Director may also appoint other officers as is deemed necessary for the safe, efficient and legal operation of the Woolwich EMS.
 - a) The other officers shall serve at the will and pleasure of the Director.
 - b) The other officers will perform all duties assigned by the Director.
5. The Director will be responsible for the day to day operations, training, budgeting and purchasing.
 - a) He/She shall have the authority to hire and fire employees as the need dictates.
 - b) He/She will maintain a Woolwich EMS SOG.
6. The Director shall work for the Woolwich Fire Department Chief for the joint use of the Fire Station.
7. The Director shall meet with the Transporting Ambulance Contractor at least quarterly. However, it is recommended and encouraged that the Director communicate with the Contractor weekly or whenever a need arises.

David A. King Sr.
Dale Chadbourne

Town Meeting Minutes May 4th, 2019

To: William Potter, a resident of the Town of Woolwich in the County of Sagadahoc and the State of Maine.

GREETINGS:

In the name of the State of Maine, you are required to notify and warn the voters of the Town of Woolwich in the said County qualified by law to vote in town affairs to meet at the Woolwich Central School at 137 Nequasset Road in said Town, on Saturday, the 4th day of May A.D. 2019 at Nine o'clock in the forenoon, then and there to act on Articles 1 through 44, all of said articles being set out, to wit:

Article 1 To elect a Moderator to preside at said meeting and to vote by written ballot.

John Chapman 5-0

Revenue

Article 2 To see if the Town will set the dates of **October 31, 2019** and **April 30, 2020** when taxes are due and payable and to see if the Town will fix the interest rate on unpaid taxes at **9% (nine percent)** per annum (36 MRSA §505.4) and to set the dates that interest starts on unpaid taxes **thirty (30) days** after each due date.

Passed by voice

Article 3 To see if the Town will vote to set an interest rate to be paid by the Town on taxes that have been paid, but are either abated or overpaid and refunded at **5% (five percent)** for the 2019-2020 tax year. (36 MRSA § 506-A)

Passed by voice

Article 4 To see if the Town will vote to transfer all unexpended balances and overdrafts to Undesignated Fund Balance except those listed below which may be carried forward at the Selectboard's discretion. The Selectboard is authorized to expend funds out of these carry forward accounts for the purpose for which they were established or to allow them to lapse.

Passed by voice

List of Accounts that may be carried forward

| | |
|---------------------------------|-----------------------------------|
| Compensatory/Vacation Time | Woolwich EMS Donations Account |
| Employee Health Trust Account | Dry Hydrants Account |
| Contingent Account | Subdivision Accounts |
| Insurance Account | Roads and Bridges Account |
| Litigation Account | Computer System Account |
| Conservation Commission Account | Tar Account |
| Comprehensive Planning Account | Snow Removal Account |
| Planning Board Account | Town Roads Block Grant |
| Municipal Building Operations | Animal Control Account |
| Cable TV Account | Woolwich Emergency (WEMA) Account |
| Office Operations | Fire Department Operations |
| Supplements and Abatements | Fire Hydrant Account |

accounts continued next page

Emergency 911
 Fire Department Gift Account
 Woolwich EMS Account
 Landfill Closure Account
 Fish Way Account
 Right of Way Account
 Cemeteries Account
 Recreation Committee Account
 Animal Shelter Account
 Municipal Buildings Reserve Account
 Generator Reserve Account
 Vital Records Book Repair Account
 ICMA-RC Town Match Account
 Tax Mapping Account

Street Lights
 Septic System
 Solid Waste Account
 General Assistance Account
 EMS Rescue Billing Account
 Nequasset Church Account
 Shellfish Account
 Town Clock Account
 Monument Committee Account
 Emergency Vehicle Reserve Account
 Septic Reserve Account
 Air Pack Replacement Account
 Street Sign Account
 Heating Assistance Account

Article 5 a) To see what sum the Town will vote to appropriate from the Undesignated Fund Balance Account to reduce the tax commitment. **Passed by voice**

Note: The Board of Selectmen recommends up to **\$1,200,000.00**.

2018 recommendation \$1,000,000.00

b) To see if the Town will vote to authorize the tax collector or treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A §506.

Passed by voice

c) To see if the Town will vote to appropriate up to **\$20,000.00** from the Undesignated Fund Balance Account to pay for abatements and applicable interest granted during this fiscal year.

Passed by voice

2018 appropriation up to \$20,000.00

d) To grant the Select Board the permission to remove up to \$50,000 from the undesignated fund balance in the event of a state or federal declared emergency and/or disaster. **Passed by voice**

Article 6 To see if the Town will vote to authorize the Board of Selectmen to apply for available grants, to receive said grants, and to expend the grant funds for the purposes stated in the grant and to see if the Town will vote to appropriate up to **\$20,000.00** from the Undesignated Fund Balance Account as the Town's share of any approved grants. **Passed by voice**

Article 7 a) To see if the Town will vote to authorize the Selectmen to sell or dispose of various items that serve little or no purpose in the operation of the town. **Passed by voice**

b) To see if the Town will vote to authorize the Selectmen to accept donations, fines and fees and to authorize them to use the donations, fines and fees as they see fit or as a donor directs with regards to donations. **Passed by voice**

Article 8 To select a fish commissioner for a five year term.

Robert E. Stevens (2019-2024) **Passed by voice**

Article 9 a) To see what action the Town will take in regard to the alewives privileges at Nequasset and Back River Creek for the coming year. **Leave up to Fish Commission**

b) To see if the town will authorize the Fish Commissioners, on behalf of the town, to use funds from the yearly sale of alewife privileges collected in the Fish Way Account for maintenance purposes of the Fish Way buildings and property. The Fish Commissioners are responsible for maintenance decisions. As the Fish Way property is shared with the Bath Water District, the Fish Commissioners will coordinate with them on matters related to the Alewife privileges. When expenditure is expected to be greater than \$1,000, the planned Fish Way maintenance project will be presented to the Selectboard for their agreement. Use of Fish Way funds for purposes other than Fish Way purposes shall be subject to a vote of the town.

Passed by voice

c) To see if the Town will authorize the Selectmen to remove \$10,000 from the fishway fund account to use the money to repair the Meeting House on Nequasset Road.

Passed by voice

Article 10 To see if the Town will vote to authorize the Selectmen, on behalf of the Town, to sell and dispose of any real estate acquired by the Town for non-payment of taxes, on such terms as they deem advisable, and to authorize them or the Treasurer to execute Quit Claim Deeds and Transfer Tax Documents on same.

Passed by voice

Note: The Municipal Officers shall use the special sale process required by 36 M.R.S. § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owner(s).

The following article must be voted by written ballot.

Article 11 To see if the Town will vote to increase the property tax levy limit of **\$548,607.16** established for the Town of Woolwich by State law in the event that the municipal budget approved under the following articles will result in a tax commitment that is greater than that property tax levy limit.

Passed 101 yes 14 no

Note: This article is needed because the LDI Tax Reform Legislation does not take into account the Town's use of Surplus to reduce taxes when processing the commitment of taxes and the appropriations approved during this Town Meeting will exceed the tax levy cap.

Personnel & Town Officers

Article 12 To see if the Town will vote to raise and appropriate the sum of **\$35,165.00** for the compensation of the Town Clerk, Deputy Treasurer/Deputy Tax Collector and to authorize the Selectmen to spend any amount up to \$35,165.00.

Passed by voice

2018 appropriation \$34,207.00

Article 13 To see if the Town will vote to raise and appropriate the sum of **\$48,164.00** for the compensation of the Town Administrator/Town Treasurer and to authorize the Selectmen to spend any amount up to \$48,164.00.

Passed by voice

2018 appropriation \$46,852.00

Article 14 To see if the Town will vote to raise and appropriate the sum of **\$35,165.00** for the compensation of the Tax Collector, Deputy Town Clerk and to authorize the Selectmen to spend any amount up to \$35,165.00.

Passed by voice

2018 appropriation \$34,207.00

Article 15 To see if the Town will vote to raise and appropriate the sum of **\$44,600** for the Employee Health Insurance Account.

Passed by voice

2018 appropriation \$42,800.00

Article 16 a) To see what sum of money the Town will vote to pay the Town Officers for the ensuing year:

| | <u>2018</u> | <u>2019</u> |
|---------------------------|-------------|--------------------|
| Selectperson | \$3,000.00 | \$3,000.00 |
| Selectperson | 3,000.00 | 3,000.00 |
| Board Chairman | 1,500.00 | 1,500.00 |
| Board Vice Chairman | 500.00 | 500.00 |
| Ballot Clerks | 2,000.00 | 2,500.00 |
| Registrar of Voters | 250.00 | 250.00 |
| Moderator | 200.00 | 200.00 |
| Workers Compensation | 15,000.00 | 2,500.00 |
| Unemployment Compensation | 1,000.00 | 1,000.00 |
| Unemployment Compensation | 1,000.00 | 1,000.00 |
| Social Security | 22,700.00 | 14,000.00 |
| Medicare | 2,483.00 | 2,575.00 |
| Comp/Vacation Time Reimb | 1,000.00 | 1,000.00 |
| ICMA-Retirement Account | 2,900.00 | 2,500.00 |
| | \$64,533.00 | \$43,525.00 |

b) To see what sum, if any, the Town will vote to raise and appropriate for the Town Officers' Account for the ensuing year.

Recommend \$43,525.00
Passed by voice
 2018 appropriation \$64,533.00

c) To see if the Town will vote to raise and appropriate the sum of **\$6,000.00** for the salary (including mileage) to the Animal Control Officer (ACO) and to authorize the Selectmen to spend any amount up to \$6,000.00.

Passed by voice
 2018 appropriation \$6,000.00

d) To see if the Town will vote to raise and appropriate the sum of **\$27,263.00** for the salary of the Codes Enforcement Officer, Building Inspector and Licensed Plumbing Inspector and to authorize the Selectboard to spend any amount up to \$27,263.00.

Passed by voice
 2018 appropriation \$26,520.00

e) To see if the town will vote to raise and appropriate the sum of **\$6,000.00** for temporary help and training replacement personnel and to authorize the Selectpeople to spend any amount up to \$6,000.00.

Passed by voice
 2018 appropriation \$6,000.00

General Government

Article 17 To see if the Town will vote to raise and appropriate such sums of money as may be necessary for the following Town Accounts:

| | <u>Appropriated</u> <u>2018</u> | <u>Recommend</u> <u>2019</u> |
|--------------------|------------------------------------|---------------------------------|
| General Assistance | \$2,000.00 | \$2,000.00 |
| Nequasset Church | 500.00 | 500.00 |
| Cemeteries | 800.00 | 800.00 |

continued next page

| | | |
|---------------------------|-------------|-------------|
| ACO Contingent | 500.00 | 500.00 |
| Codes Officer Contingent | 1,500.00 | 1,500.00 |
| Health Officer Contingent | 500.00 | 500.00 |
| Health Officer Salary | 1,200.00 | 1,200.00 |
| Fish Way, Up Keep/Repair | -0- | -0- |
| Animal Control & Care* | 3,994.00 | 3,994.00 |
| Planning Board | -0- | 500.00 |
| Conservation Commission | -0- | -0- |
| Agriculture Committee | -0- | -0- |
| Comprehensive Planning | -0- | -0- |
| Board of Appeals | 100.00 | 100.00 |
| Special Events Committee | -0- | -0- |
| Communication Committee | -0- | -0- |
| Solid Waste Committee | 2,500.00 | 1,000.00 |
| Monument Committee | 2,500.00 | * 2,500.00 |
| Nequasset Park Committee | 500.00 | 500.00 |
| Contingency | 10,000.00 | 10,000.00 |
| Repair of Vitals Books | 500.00 | 2,200.00 |
| Old Town House | 500.00 | 500.00 |
| | <hr/> | <hr/> |
| | \$27,594.00 | \$28,294.00 |

* Animal Control & Care for care of the Town's stray, homeless pets at Coastal Humane Society Kennel or a similar facility and for vet and medical cost associated with the care of these animals. **Amended and adopted by voice ***

Article 18 To see if the town will vote to raise and appropriate the sum of **\$55,695.00** to support the operating costs of the Patten Free Library and to authorize the Selectmen to spend any amount up to \$55,695.00.

Passed by voice

2018 Appropriation \$54,344.00

Article 19 To see if the town will vote to raise and appropriate the sum of **\$42,200.00** for the Office Operations account. The approximate breakdown of the account is as follows:

Passed by voice

| | <u>2018</u> | <u>2019</u> |
|---|-------------|-------------|
| Town Reports | \$2,600.00 | \$2,600.00 |
| Telephone and fax machine monthly usage | 1,700.00 | 1,700.00 |
| Postage (twice/year tax bills, etc.) | 6,000.00 | 6,500.00 |
| Office and computer supplies | 2,000.00 | 2,000.00 |
| Advertising | 2,500.00 | 2,500.00 |
| Printing (stationary, forms, etc.) | 700.00 | 700.00 |
| Computer support contract & software | 14,200.00 | 14,200.00 |
| Automated equipment maintenance | 6,000.00 | 6,000.00 |
| Training - seminars and manuals | 1,500.00 | 1,500.00 |
| Association dues | 600.00 | 250.00 |
| Election supplies and materials | 2,000.00 | 2,000.00 |
| Office operations contingency | 750.00 | 750.00 |
| Mileage Reimbursement | 1,000.00 | 500.00 |
| Mailing machine | 1,000.00 | 1,000.00 |
| | <hr/> | <hr/> |
| | \$42,550.00 | \$42,200.00 |

2018 appropriation \$42,550.00

Article 20 To see if the town will vote to raise and appropriate the sum of **\$32,800.00** for the Municipal Building Operation of Plant account. The approximate breakdown of the account is as follows:
Passed by voice

| | <u>2018</u> | <u>2019</u> |
|--|--------------------|--------------------------------|
| Electricity/ CMP | \$5,000.00 | \$5,000.00 |
| Water/ BWD | 1,200.00 | 1,200.00 |
| Heating fuel/ oil | 6,000.00 | 6,000.00 |
| Photocopier Lease | 4,500.00 | 4,000.00 |
| Mowing and grounds maintenance | 2,550.00 | 2,550.00 |
| Furnace maintenance/repair | 1,000.00 | 1,000.00 |
| Building sprinkler system contract | 600.00 | 600.00 |
| Security system contract/maintenance | 1,000.00 | 1,000.00 |
| **Cleaning Services | 5,100.00 | 5,100.00 |
| Misc supplies and general building maintenance (hardware, etc.) | 3,750.00 | 3,750.00 |
| Elevator Maintenance | 1,600.00 | 1,600.00 |
| Elevator Reserve | 1,000.00 | 1,000.00 |
| | <u>\$33,300.00</u> | <u>\$32,800.00</u> |
| | | 2018 appropriation \$33,300.00 |

****Note: Cleaning Bid also includes the annual stripping/waxing of tile floors and the shampooing of the carpets.**

Article 21 To see if the Town will vote to raise and appropriate the sum of **\$13,000.00** for the Town's insurance.
Passed by voice

Note: Art. 21 includes all municipal buildings, contents, & tax acquired properties. Vehicle Insurance is now listed under the appropriate departments. (Fire and EMS)

2018 appropriation \$13,000.00

Article 22 To see if the Town will authorize the Board of Selectmen to sign a one year contract with an Assessing Agent for the purpose of assessing and maintaining the equity of the property assessments. Further, to see if the town will vote to raise and appropriate the sum of **\$27,300.00** as payment to the Assessing Agent.
Passed by voice

2018 appropriation \$26,700.00

Article 23 To see if the Town will vote to raise and appropriate the sum of **\$0.00** to update the property tax maps.
Passed by voice

2018 appropriation \$2,000.00

Article 24 To see if the Town will vote to raise and appropriate the sum of **\$2,500.00** for the "Computer Replacement Account".
Passed by voice

2018 appropriation \$2,500.00

Article 25 To see if the Town will vote to raise and appropriate the sum of **\$4,277.00** for the payment of membership dues for the Maine Municipal Association.
Passed by voice

2018 appropriation \$4,176.00

Article 26 To see if the Town will vote to raise and appropriate the sum of **\$9,200.00** to pay the Auditor.
Passed by voice

2018 appropriation \$9,100.00

Article 27 To see if the Town will vote to raise and appropriate the sum of **\$7,000.00** for the Town’s Litigation Account. **Passed by voice**
2018 appropriation \$11,000.00

Article 28 a) To see if the Town will vote to raise and appropriate the sum of **\$30,000.00** for the Municipal Building note principal. **Passed by voice**

b) To see if the Town will vote to raise and appropriate the sum of **\$9,000.00** for the Municipal Building note interest. **Passed by voice**
2018 appropriations \$30,000.00
\$9,000.00

Article 29 To raise and appropriate **\$7,000.00** and put into a reserve account for the purchase of solar panels at the end of seven years from ReVision Energy/GreenVolt LLC with a purchase price of \$48,327.00 **Passed by voice**
2018 appropriations \$7,000.00

Article 30 To use up to **\$9,800** from Comcast franchise fee for creating, designing, and maintaining a New Town Website. **Passed by voice**

Health/Welfare and Sanitation

Article 31 To see if the Town will vote to raise and appropriate the sum of **\$6,190.00** for the continued sampling of ground water from the installed surface water test sites at the landfill. **Passed by voice**
2018 appropriation \$5,850.00

Article 32 a) To see if the Town will vote to raise and appropriate the sum of **\$200,489.93** for complete weekly curbside refuse collection and disposal, bi-weekly curbside recycling collection and disposal and to authorize the Selectpeople to enter into an agreement with Riverside Disposal and EcoMaine for their services. **Passed by voice**
2018 appropriation \$192,868.00

* **Breakout of total cost is as follows:**

| | |
|--|---------------------|
| Weekly Curbside Collection, Trash = | \$95,562.41 |
| Bi-Weekly Curbside Collection, Recycling = | \$32,488.51 |
| Disposal (Tipping) Fee based on est.1000tons = | \$63,676.51 |
| Tipping fee for Recyclables (est.)227 tons | \$8,762.50 |
| | <u>\$200,489.93</u> |

b) To see if the Town will appropriate a sum not to exceed **\$25,000.00** from the Undesignated Fund Balance Account for the Selectboard to use if necessary, for unanticipated solid waste disposal/recycling costs. **Passed by voice**

c) To see if the Town will raise and appropriate the sum of **\$2,000.00** for the Household Hazardous Waste Collection event. **Passed by voice**
****Note: Each year, the City of Bath, along with area towns, sponsors a Household Hazardous Waste Collection Day. Citizens sign up to dispose of such items as oil-based paints, fuels, solvents, insecticides, etc. This year the HHW day will be April 27h. You must preregister. FMI - Please see the Solid Waste & Recycling committee’s report in this book.**
2018 appropriation \$2,000.00

Highways and Bridges

Article 33 To see if the Town will vote to raise and appropriate such sums of money as may be necessary for the following accounts: **Passed by voice**

| | <u>2018</u> | <u>2019</u> |
|-------------------|--------------|---------------------|
| Roads and Bridges | \$60,000.00 | \$67,000.00 |
| Street Signs | 2,000.00 | -0- |
| Hot Topping | 100,000.00 | 110,000.00 |
| Snow Plowing | 421,825.00 | 425,804.00 |
| Street Lights | 4,500.00 | 4,500.00 |
| Culvert Repair | -0- | -0- |
| | \$588,325.00 | \$607,304.00 |

Article 34 a) To see if the Town will authorize the Selectmen to remove up to **\$62,000.00**, if available, from the Local Road Assistance Program (LRAP) account for hot topping town roads. **Passed by voice**

b) To see if the Town will authorize the Selectmen to spend any additional LRAP funds for whatever “highway purpose” the Selectmen and the Road Commissioner deem appropriate.

Passed by voice

Protection

Article 35 a) To see if the Town will raise and/or appropriate such sums of money as may be necessary for the following accounts (Appropriate **\$600.00**** from WEMA account and raise & appropriate **\$46,175.00** through taxation): **Passed by voice**

| | <u>2018</u> | | <u>2019</u> |
|----------------------------|-------------|-----------------|--------------------|
| Hydrants (Bath) | \$19,284.00 | 12 @ \$1,607.00 | \$19,284.00 |
| (Wiscasset) | 25,415.00 | 13 @ \$1,955.00 | 25,406.00 |
| WEMA Director** | 600.00 | | 600.00 |
| Generator Service | 485.00 | | 485.00 |
| Generator Replacement Acct | 1,000.00 | | 1,000.00 |
| | \$46,784.00 | | \$46,775.00 |

* Note: WEMA stands for Woolwich Emergency Management Agency

** Stipend to be appropriated from WEMA Account – no new tax dollars

Article 36 a). To see if the Town will vote to raise and appropriate the sum of **\$138,929.00** for the **Fire Department** account.

The breakdown of the account is as follows:

Passed by voice

| | <u>2018</u> | <u>2019</u> |
|--------------------------|-------------|-------------|
| Office Supplies/Expenses | \$1,000.00 | \$ 800.00 |
| Truck Fuel | 3,500.00 | 3,800.00 |
| Equipment Repairs | 10,000.00 | 10,000.00 |
| Truck Repairs | 11,000.00 | 11,000.00 |
| Contingent Account | 5,000.00 | 5,000.00 |
| Telephone | 500.00 | 500.00 |
| Training Expenses | 3,000.00 | 3,000.00 |
| New Equipment | 10,000.00 | 10,000.00 |

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| | | |
|------------------------|---------------------|---------------------|
| Station Supplies | 1,750.00 | 1,750.00 |
| Fire Prevention | 1,000.00 | 1,000.00 |
| Wages | 38,000.00 | 43,000.00 |
| NFPA/OSHA Clothing | 9,500.00 | 9,000.00 |
| Fire Hose Purchase | 2,000.00 | 3,300.00 |
| Inoculations/Physicals | 2,250.00 | 2,250.00 |
| Fire Chief Stipend | 11,000.00 | 11,000.00 |
| Deputy Stipend | 3,000.00 | 3,000.00 |
| 1st Captain Stipend | 1,250.00 | 1,250.00 |
| 2nd Captain Stipend | 1,250.00 | 1,250.00 |
| 1st Lieutenant Stipend | 500.00 | 500.00 |
| 2nd Lieutenant Stipend | 500.00 | 500.00 |
| Social Security | 3,441.00 | 3,751.00 |
| Medicare | 805.00 | 878.00 |
| Worker's Comp | 9,000.00 | 9,000.00 |
| Insurance/Liability | 3,367.00 | 3,400.00 |
| | <u>\$132,613.00</u> | <u>\$138,929.00</u> |

b.) To see if the town will vote:

1) To raise and appropriate the sum of **\$9,804.00** for interest payments for the second year for the fire truck Passed by voice

2) To raise and appropriate the sum of **\$34,800.00** for principal payments for the second year for the fire truck **Passed by voice**

Article 37 To see if the Town will vote to raise and appropriate the sum of **\$10,990.00** and to use **\$7,500** from the SCBA account for the purchase of two(2)air packs and 10 air bottles for a total of **\$18,490.00**.

Passed by voice

2018 appropriation \$2,500.00

Article 38 To see what action the town will take in regard to EMS services.

a.) To see if the Town will vote to raise and appropriate the sum of **\$177,799.00** for the Town of Woolwich to have a primary Emergency Medical Service.

The breakdown of the account is as follows:

Passed by vote 84 yes 56 no

| | <u>2018</u> | <u>2019</u> |
|---------------------|-------------|-------------|
| AEDs | 2,000.00 | 2,000.00 |
| Annual Fees | 1,500.00 | 9,500.00 |
| Billing Fees | 500.00 | 5,040.00 |
| Clothing | 2,000.00 | 2,000.00 |
| Communications | 4,000.00 | 4,000.00 |
| Contingency | 500.00 | 1,000.00 |
| Fuel | 1,000.00 | 2,100.00 |
| Medical Equipment | 4,500.00 | 4,500.00 |
| Medical Exams | 1,000.00 | 750.00 |
| Medical Supplies | 6,000.00 | 7,000.00 |
| Office Supplies | 1,000.00 | 1,000.00 |
| Payroll | 12,000.00 | 92,000.00 |
| Training | 5,000.00 | 5,000.00 |
| Vehicle Maintenance | 3,000.00 | 5,000.00 |
| Worker's Comp | 2,400.00 | 12,000.00 |
| Social Security | 1,023.00 | 6,572.00 |

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| | | |
|---------------------------|-------------|--------------|
| Medicare | 240.00 | 1,537.00 |
| Liability | 1,034.00 | 1,800.00 |
| Insurance | 862.00 | 1,000.00 |
| EMS Director Stipend | 3,500.00 | 9,000.00 |
| EMS Assistant Stipend | 1,000.00 | 3,500.00 |
| EMS 2nd Assistant Stipend | -0- | 1,500.00 |
| | \$54,059.00 | \$177,799.00 |

Note: There is the potential to bring in \$72,000.00 in revenue which will be used to offset the cost of the service. And to see if the town will vote:

- 1) To authorize the borrowing of a sum of up to \$150,000.00 for the purchase of a new ambulance by bid process. **Passed by voice**
- 2) To authorize the Treasurer and Chairman of the Selectboard
 - a) to issue Bond(s) Note(s) in an aggregate principal amount of up to \$150,000.00 and
 - b) to fix the date(s), maturity(ies), denomination(s) Interest rate(s), call(s) for redemption, place(s) of payment, form and other details of the Bond(s)/Note(s) on behalf of the Town of Woolwich, and
 - c) to provide for the sale or negotiation of the Bond(s)/Note(s);
- 3) To raise and appropriate the sum of \$5,430.00 for interest payments for the first year. **Passed by voice**
- 4) To raise and appropriate the sum of \$21,429.00 for principal payments for the first year. **Passed by voice**

Town of Woolwich Financial Statement

1. Total Town Indebtedness on Bonds

- (a) Bonds outstanding and unpaid: \$398,400.00
 - (b) Bonds authorized and unissued:
 - (c) Bonds to be issued if this Article is approved: \$150,000.00
- TOTAL: \$548,400.00

2. Costs

At an estimated maximum interest rate of 3.62%, the estimated costs of this bond issue will be:

| | |
|--------------------|--------------|
| 7 Years | |
| Principal | \$150,000.00 |
| Interest | \$38,010.00 |
| Total Debt Service | \$188,010.00 |

3. Validity

The validity of the bonds of the voters' ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

B. To authorize the Board of Selectmen to enter into a three(3) year contract with the City of Bath Emergency Medical Service and to raise and appropriate the sum of \$99,145.00 for the first year of services rendered. **Passed with Article 38**

The breakdown is as follows:

| | |
|-----------------------------------|-------------|
| \$395.00 per responding ambulance | |
| 251 Calls per year | \$99,145.00 |

And to see if the Town will appropriate a sum not to exceed \$15,000.00 from the Undesignated Fund Balance Account for the Selectboard to use if necessary for any unanticipated EMS costs.

Article 39 To see if the Town will vote to raise and appropriate the sum of **\$61,096.00.00** for the Woolwich **Emergency Medical Service** Account. The breakdown of the account is as follows: **Did not consider prior to Article 38 passing.**

| | <u>2018</u> | <u>2019</u> |
|---------------------------|-------------|--------------------|
| AEDs | 2,000.00 | \$2,000.00 |
| Annual Fees | 1,500.00 | 1,500.00 |
| Billing Fees | 500.00 | 500.00 |
| Clothing | 2,000.00 | 2,000.00 |
| Communications | 4,000.00 | 4,000.00 |
| Contingency | 500.00 | 500.00 |
| Fuel | 1,000.00 | 1,000.00 |
| Medical Equipment | 4,500.00 | 4,500.00 |
| Medical Exams | 1,000.00 | 750.00 |
| Medical Supplies | 6,000.00 | 6,000.00 |
| Office Supplies | 1,000.00 | 1,000.00 |
| Payroll | 12,000.00 | 18,000.00 |
| Training | 5,000.00 | 5,000.00 |
| Vehicle Maintenance | 3,000.00 | 3,000.00 |
| EMS Director Stipend | 3,500.00 | 3,500.00 |
| EMS Assistant Stipend | 1,000.00 | 750.00 |
| EMS 2nd Assistant Stipend | -0- | 250.00 |
| Medicare | 240.00 | 350.00 |
| Social Security | 1,023.00 | 1,400.00 |
| Liability | 1,034.00 | 1,034.00 |
| Insurance | 862.00 | 862.00 |
| Workers Compensation | 2,400.00 | 3,200.00 |
| | \$54,059.00 | \$61,096.00 |

Miscellaneous Donations

Article 40 To see if the Town will vote to appropriate **\$400.00** from the Snowmobile Registrations Reimbursement for the Nequasset Trailbreakers Snowmobile Club. **Passed by voice**
2018 appropriation \$400.00

Article 41 To see what sum of money the Town will vote to donate to the following local agencies: **Passed by voice**

| | <u>2018</u> <u>Appropriated</u> | <u>2019</u> <u>Donate</u> |
|---|------------------------------------|------------------------------|
| Bath Area Family YMCA | 500.00 | 500.00 |
| Bath Area Food Bank | 1,000.00 | 1,000.00 |
| Bath Area Senior Citizens Center | 850.00 | 850.00 |
| Big Brothers/Big Sisters Bath/Brunswick | 600.00 | 600.00 |
| Jesse Albert Dental Clinic | 2,500.00 | 2,500.00 |
| Maine Maritime Boat Program | 5,000.00 | 5,000.00 |
| Midcoast Maine Community Action (CED) | 1,400.00 | 1,400.00 |
| New Hope for Women | 500.00 | 500.00 |
| Spectrum Generations | 1,953.00 | 1,740.00 |
| Sweetser | 3,084.00 | 3,084.00 |
| Tedford Housing | 700.00 | 700.00 |
| Woolwich Historical Society | 1,500.00 | 1,000.00 |
| | \$19,087.00 | \$18,874.00 |

Article 42 To see if the Town will vote to raise and appropriate the sum of **\$18,874.00** for donations to local agencies/organizations.

Passed by voice
2018 appropriation \$19,087.00

Ordinances

Article 43 Shall an ordinance entitled Woolwich Fire Department Service Billing Ordinance be enacted, allowing the Town of Woolwich Fire Department to bill for services rendered.

The Ordinance is as follows:

1. Title and Authority

This Ordinance shall be known and may be cited and referred to as the “Woolwich Fire Department Service Billing Ordinance.”

The Ordinance is adopted pursuant to municipal home rule ordinance authority and Title 30-A MRSA § 3001.

2. Purpose

The Town of Woolwich is engaged in providing fire suppression, fire rescue, and fire safety services; and in consideration of services rendered hereby desires to set the following billing policy for Fire Department Services.

The Woolwich Fire Department Service Billing Ordinance is enacted for the following purposes:

- A. To protect the citizens of Woolwich from potential expenses incurred through emergency response and services provided.
- B. To compensate the Town of Woolwich for use of Town resources in response to false alarms, bomb threats, fires caused by arson, illegal burning, traffic incidents, motor vehicle crashes, incidents involving Operating Under the Influence (OUI), commercial vehicle traffic incidents, hazardous materials incidents, and extra-ordinary responses.
- C. To promote the health, safety, and general welfare of Woolwich residents. Our goal is to provide excellent service to our citizens. Fire services will not be denied due to a person’s lack of adequate funds or insurance. No one should hesitate to call 9-1-1 if emergency services are needed.

3. Services

The Town of Woolwich will seek payment for the cost of services provided by the Town of Woolwich Fire Department. Services for which the Town of Woolwich shall seek payment include, but are not limited to:

- (a) Scene and safety control at traffic crashes
- (b) Extrication from vehicles
- (c) Fluid Mitigation at traffic crashes
- (d) Vehicle Fires
- (e) Hazard Mitigation Operations
- (f) Extra Fire Extinguishment Services

4. Fees for Services

Upon adoption of this Ordinance, the Board of Selectman is authorized to review and set the fees as they deem in the best interest of the Town of Woolwich.

A. Explanation of Charges

a. Command & Control Scene Safety

a.i. When responding to emergency scenes, the Fire Department is responsible for overall scene safety. This is achieved through apparatus placement, personnel placement, and equipment placement, to ensure the safety of all within the scene, and also to restrict access to the scene. This also includes the management of other resources and agencies responding to the scene and ensuring a safe staging area. Scene safety also includes the deployment of safety hose lines and/or fire extinguishers to protect those on scene from fire hazards.

b. Disentanglement/Extrication

b.i. The Fire Department responds to numerous incidents requiring forcible access to patients so that EMS services have proper access to patients. The Fire Department works in a coordinated manner with EMS or on their own. Access to occupants include, but are not limited to: car accidents, industrial accidents, confined space rescue, below grade rescue, high angle rescue. To complete these rescues the following equipment may be utilized: ropes, ladders, air monitoring equipment, self-contained breathing apparatus, hydraulic equipment, shoring, saws, cribbing, air bags.

c. Fire Suppression

c.i. Fire Suppression at a traffic crash includes the use of safety hose lines, fire extinguishers, and other equipment to contain or extinguish a fire. It can also be the preventative measures taken at a traffic crash for the protection of those on scene to mitigate the risk of a fire.

d. Hazard Mitigation

d.i. Hazard Mitigation is whenever Fire Department personnel must contain hazardous substances, through the use of containment equipment or absorption pads that are permitted for use by the Department of Environmental Protection. This could be at a traffic crash, equipment failure incident, or at a fixed facility requiring the containment of a hazardous substance. All mitigation, containment, and disposal of hazardous materials and substances is done in conjunction with the DEP.

e. Extra Fire Extinguishment Services

e.i. These are services that the Fire Department require to ensure public safety at fire scenes, that are contracted out, and the Town of Woolwich incurs a fee for. Examples of this include, but are not limited to: excavation of rubble to ensure complete extinguishment.

B. Billing Procedures

a. The first billing occurs on or about the 15th of each month, for all reports submitted for billing in the prior month.

a.i. Terms are 30 days, with the same billing to all parties involved in the same incident

b. Second notice, if balance is not settled, within 60 days

c. 90 day notice, sent by Certified Mail.

d. Collection Agency contacted after 120 days of non-payment.

C. Consideration for Write Off

a. When the claim was not paid with a valid reason (insured not at fault, not covered)

b. Not covered and failed to pay after 60 day notice

- c. If all attempts to contact insurance companies and/or individuals failed by any common method available listed above
- d. Upon written request, the Board of Selectmen is authorized to consider writing off claims, in whole or in part, due to extenuating circumstances.

5. Administration and Enforcement

It will be the duty of the Fire Chief to effectively pursue the requirements of this Ordinance for payment of services rendered by the Fire Department as specifically outlined above.

6. Validity and Severability

If any section of this Ordinance is declared by the Courts to be invalid, such decision shall not invalidate any other section or provision of this Ordinance.

7. Conflict with Other Ordinances

This Ordinance shall not in any way impair or remove the necessity of compliance with any other applicable rule, ordinance, regulation, by law, permit, or provision of law. Where this Ordinance imposes a greater restriction upon the use of Fire Department Services, the provisions of this Ordinance shall control.

8. Effective Date

This Ordinance shall take effect upon adoption by the Town of Woolwich at its annual meeting of May 4th, 2019, and upon such dates that it may be amended.

9. Fees Established

| | |
|---------------------|--------------------------------|
| Engine Response: | \$150/hr |
| Squad Response: | \$100/hr |
| Brush Response: | \$100/hr |
| Forestry Response: | \$100/hr |
| UTV Response: | \$50/hr |
| Boat Response: | \$50/hr |
| Personnel Response: | \$18/hr |
| Outside resources: | \$Rate set by outside resource |

Passed by voice

Article 44 Shall an ordinance entitled Woolwich Fire Department False Fire Alarm Ordinance be enacted, allowing the Town of Woolwich Fire Department to bill for services rendered.

The Ordinance is as follows:

Town of Woolwich, Maine
False Fire Alarm Ordinance

1. Title and Authority

This Ordinance shall be known and may be cited and referred to as the “Woolwich Fire Department False Fire Alarm Ordinance.”

2. Purpose

The Town of Woolwich maintains a volunteer, on-call Fire Department that responds to fire alarms within the Town of Woolwich. This Ordinance is enacted for the following purposes:

- A. To protect the citizens of Woolwich from potential expenses incurred through emergency response and services provided.

- B. To compensate the Town of Woolwich for use of Town resources in response to false fire alarms.
- C. This ordinance will encourage a reduction in the frequency of false fire alarms, through a service fee to compensate the Town of Woolwich for the inappropriate use of municipal resources in response to false fire alarms.

3. Definitions

Alarm System

A System consisting of initiating devices, including, but not limited to smoke detectors, heat detectors, pull stations, sprinkler switches, which activate audible or visual devices on premises for evacuation. These systems may include any mechanism, equipment, or device designed to automatically transmit a signal, message, or warning from private or public premises, including telephonic alarm systems designed to operate automatically through the use of public telephone facilities to the Woolwich Fire Department or monitored by other private or public entity, which in turn calls the Woolwich Fire Department.

False Alarm

The notification of the Fire Department that an alarm system is activated and indicates an emergency situation, and upon arrival of the Fire Department, no such emergency exists. Causes could be, but are not limited to, malfunctioning of alarm system, maintenance negligence, or inappropriate use of alarm systems.

4. Procedures

- A. Upon enactment of this Ordinance, the Fire Department will notify owners of Alarm Systems of its enactment. An owner of an existing Alarm System owners shall, within 30 days of receiving notice of the Ordinance, provide the Fire Department with a signed certification that (1) it has received notice of the Ordinance; and (2) that they and/or their employees and or/other residents operating the alarm system have received complete instructions in the operation and the use of the alarm system, and (3) that any and all persons who maintain, test or perform functions on said system are or will be qualified by established industry standards. An owner of a newly installed Alarm System shall provide the Fire Department with this certification prior to connecting the System to the Fire Department.
- B. For the first thirty (30) days following installation, no charge to the owner will be made for false alarms.
- C. Any owner of an Alarm System which causes the transmittal of false alarms in any 90 day period shall pay the following fees:

| | |
|------------------------|--------------------------------------|
| First: | No Charge |
| Second: | \$50 |
| Third: | \$50 |
| Fourth and Subsequent: | \$50 increments from previous amount |
- D. Alarms generated as a result of circumstances beyond the Alarm System owner's control (e.g power outage, weather conditions, motor vehicle crash, telephone transmission problems, etc.) shall not result in a service fee, nor shall they count towards the response count for the year.
- E. The responding fire unit shall make a determination of the cause of the alarm. The Chief and/or his designee will review such a determination and incorporate other pertinent data to establish whether it will be considered a chargeable false fire alarm.
- F. All charges will be billed quarterly, and if not paid, appropriate collection action will be taken.

G. The Fire Department will conduct a thorough check of the building to determine the cause of the alarm. If the alarm is determined to be a malfunction the Fire Department will silence the fire alarm system, and the responsible party will be contacted to reset the alarm or make the necessary repair.

If a responsible party cannot be contacted, will not respond, or chooses to have the Fire Department reset the alarm, the fee for such service shall be \$150.

H. The Fire Department shall give written notice to a responsible party for the property within 5 days of a false fire alarm finding.

Written notice is deemed complete when such notice is left at the property by the Fire Department, or mailing such notice to the Alarm System owner at the owner's last known address within 10 days by first class mail.

5. Administration and Enforcement

It will be the duty of the Fire Chief to effectively pursue the requirements of this Ordinance for payment of services rendered by the Fire Department as specifically outlined above.

6. Validity and Severability

If any section of this Ordinance is declared by the Courts to be invalid, such decision shall not invalidate any other section or provision of this Ordinance.

7. Conflict with Other Ordinances

This Ordinance shall not in any way impair or remove the necessity of compliance with any other applicable rule, ordinance, regulation, by law, permit, or provision of law. When this Ordinance imposes a greater restriction upon the use of Fire Department Services, the provisions of this Ordinance shall control.

8. Effective Date

This Ordinance shall take effect upon adoption by the Town of Woolwich at its annual meeting of May 4th 2019, and upon such dates that it may be amended.

Passed by voice

Index

| | |
|--|-----|
| “A Citizen’s Guide to Town Meeting” | 26 |
| Animal Control Officer | 45 |
| Bath Water District Trustee | 73 |
| Board of Assessors’ Notice | 25 |
| Boston Post Cane Holders | 4 |
| CEO | 37 |
| Citizen Committee List | 21 |
| Dedication | 3 |
| Emergency Management Director | 42 |
| Fish Commissioners | 64 |
| Governor’s Report | 32 |
| Guidelines to Attending a Town Meeting | 5 |
| Holiday Schedule | 24 |
| Independent Auditor’s Report | 75 |
| Local Health Officer | 44 |
| Maine Municipal Association | 71 |
| Monument Committee | 63 |
| Municipal Officials | 18 |
| Nequasset Meeting House | 62 |
| Patten Free Library | 70 |
| Planning Board | 58 |
| Public Communications Committee | 68 |
| Road Commissioner | 46 |
| RSU 1 Annual Report | 49 |
| Sagadahoc County Commissioner | 35 |
| Sagadahoc County Emergency Management Agency | 41 |
| Selectboard | 56 |
| Shellfish Conservation Committee | 60 |
| Shellfish Warden | 59 |
| Snowplowing Contracts | 115 |
| Solid Waste and Recycling Committee | 69 |
| Special Events Committee | 67 |

Index

| | |
|--|-----|
| State Representative's Report | 34 |
| State Senator's Report..... | 33 |
| Superintendent | 48 |
| Tax Collector..... | 51 |
| Town Administrator/Treasurer | 50 |
| Town Clerk..... | 53 |
| Town Information | 2 |
| Town Job Descriptions..... | 116 |
| Town Meeting Minutes, May 4th, 2019..... | 125 |
| Town Meeting Warrant, August 22, 2020 | 6 |
| U.S. Representatives' Reports..... | 31 |
| U.S. Senators' Reports | 28 |
| Woolwich Community Recreation | 65 |
| Woolwich EMS..... | 43 |
| Woolwich Fire and EMS Suggested Donations..... | 144 |
| Woolwich Fire Department..... | 40 |
| Woolwich Historical Society | 61 |

“The New England town meeting is probably the purest form of democracy in existence today. Please help to preserve it by attending town meeting. Please read this report carefully and bring it with you.”

Borrowed from the annual report
for the Town of Troy, Maine

Woolwich Fire and EMS Suggested Donations

Here is a sample list of what your donation to Woolwich Fire or EMS could purchase. Please feel free to donate for any specific item, or in any dollar amount you choose. We are grateful for any donation. Thank you for helping us provide additional tools and training for our Firefighters and EMTs. All donations are tax deductible and a letter is available upon request.

FIRE:

- Firefighter Structural Coat- \$1100.00
- Firefighter Structural Pants- \$790.00
- Firefighter Boots- \$490.00
- Firefighter Helmet- \$340.00
- Firefighter Gloves- \$90.00
- Firefighter Hood- \$110.00
- Portable Smoke Ejector Fan- \$3200.00
- (1) Firefighter 1&2 School- \$675.00

EMS:

- Medical Bag - \$200
- EMS Jacket -\$300
- Glucometer - \$30
- AED - \$2500
- EMT Basic Class -\$1000
- EMT Advanced Class - \$1700
- Paramedic Class - \$9500

FIRE/EMS:

- Pager- \$490.00
- Portable Radio- \$550.00

All donations should be mailed to: **Woolwich Fire Department
13 Nequasset Road
Woolwich, Maine 04579**

If you would like your donation to go to either Fire or EMS, please designate.