

2010

Annual Report of the Town Officers of the Town of Woolwich, Maine for the Fiscal Year July 1, 2009-June 30, 2010

Woolwich (Me.)

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Annual Report

of the

Town Officers

of the Town of

Woolwich

Maine



For the fiscal year
July 1, 2009– June 30, 2010



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, Thomas M. Soule
- Post Office: Woolwich Post Office 04579; Tel. 443-2000; Paula Farmer, Officer-in-Charge
- Woolwich Historical Society, 21 Nequasset Road; 443-4833; Open: July 1 - September 1, 10:30 a.m to 2:30 p.m. Tuesday-Saturday. Sunday and Monday by appointment only.
- Cable Television - COMCAST
 - Questions about your bill - 1 (207) 729-6663
 - Local Cable - Channel 4 - To put items on the local cable, please call the Town Office at 442-7094
- Solid Waste Disposal - Pine Tree Waste, Inc. - 443-6798
- 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.

Wednesday

9 a.m.-6 p.m.

Friday

9 a.m.-3 p.m.

Office Hours for the Selectmen's Office / Town Administrator

Monday

9 a.m.-5 p.m.

Tuesday and Thursday

8 a.m.-4 p.m.

Wednesday

9 a.m.-6 p.m.

Friday

9 a.m.-4 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 **Selectmen** meet 1st and 3rd Mondays of each month at 6 p.m. at the Municipal Building.

The **School Board** meets the fourth Monday of every month at 6:00 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



William E. Reed 1941 - 2009

Bill moved to Woolwich in 1970 with his wife Marilyn and three children, Robin, Suzanne and Billy. He was born and raised in Bath where he graduated from Morse High in 1960. After graduating from college, he became an Esso Sales Representative in Keene, New Hampshire, and after four years, they made the decision to come back “home” to join his family’s business. After the deaths of his mother and father, he became the sole proprietor and expanded the business to include Bert’s Oil Service, Inc., Bert’s Exxon (currently Irving) Servicenter, and Bath Bus Service.

He enjoyed driving the bus and especially the children who rode his busses. If anything would benefit children, the money could be found. His one problem in life was he couldn’t say “No.” Every year during the last week of school, he made it a point to have all his busses stop at the Woolwich Dairy Queen for ice creams for all the children.

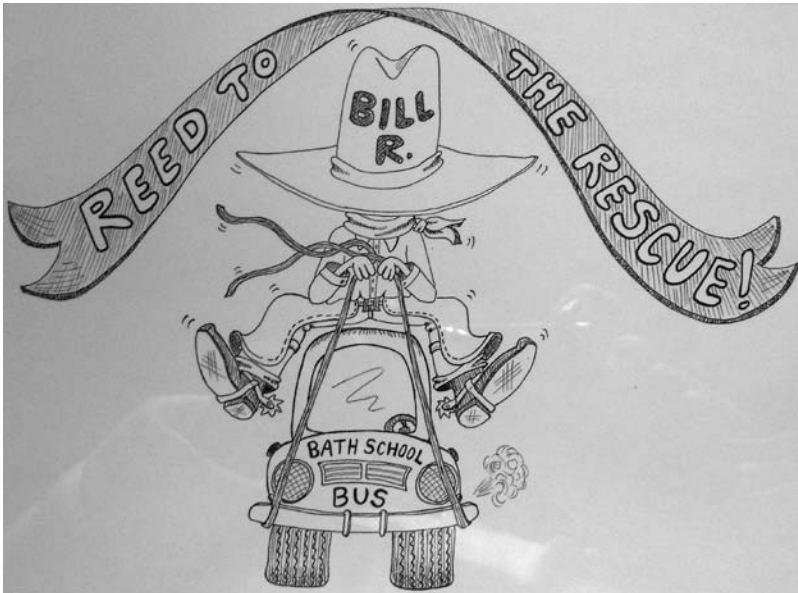
He served his community as a member of the First Federal Savings and Loan Board of Directors and previously had served as President of the Bath Lions Club, a member of the Board of Deacons of the United Church

of Christ, a member of the Advisory Board of the Salvation Army in Bath and the Y. M. C. A. Board of Directors. He was a lifetime member of the Bath Elks Club and a member of the Maine Maritime Museum, Chocolate Church Arts Center, Bath Senior Citizens, Woolwich Historical Society, West Bath Historical Society, Georgetown Historical Society, and the Rusty Nuts Car Club.

Although he wasn't willing to have awards bestowed on him, he was a recipient of the Morse High School Main Sail Award, the Bath Rotary Club Paul Harris Fellow Award, the Civilian Recognition Award from the Maine Association of Police Chiefs, and other organizations' recognitions including the Elks and YMCA. He supported numerous organizations as well as local baseball and soccer teams.

He was a loving family man, a hard worker, and an honest and giving man. He touched many people for the good.

He thought Woolwich was the greatest place to live and wouldn't even consider moving to another place.



This Bob Sullivan drawing appeared in The Times Record in 2003 and is reprinted with the paper's permission.

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Woolwich Recipients of The Boston Post Cane

The current holder of the Boston Post Cane is Jerry Creamer of Montsweag Road.

Name	Date of Death	Age
Sadie G. Hathorne	08/12/2008	95
Mary S. Bateman	08-15-2007	97
Stanley E. Wallace	02-23-2003	92
Marietta M. Flemmings	07-23-2002	96
Eleanor A. Jameson	01-04-2002	95
Alberta Hunt	07-29-2000	99
Hollis L. Leeman Sr.	06-15-1996	93
Marian D. Cain	12-12-1995	94
Harold B. Leeman	05-03-1993	91
Catherine L. Carleton	01-31-1992	94
Maude E. Leeman	08-17-1990	96
Albert V. Knight	09-18-1987	97
Susie B. Reed	09-13-1985	97
Loring K. Soule	01-26-1984	98
Fred T. Hathorne	09-22-1978	98
Mary L. Dodge	03-09-1976	101
Winifred H. Brawn	05-12-1971	98
Anne E. Dodge	11-02-1969	99
Cyrus Gilmore	03-27-1968	91
John C. Preble	01-28-1964	104
William Poor	10-30-1955	103
Asa Hathorn	12-23-1949	95
Marilla L. Brawn	12-05-1949	99
Clarrisa A. Reed	09-18-1941	89
Benjamin F. Savage	05-26-1941	93
Anne L. Sidelinger	07-21-1938	95
Emma T. Barnes	01-12-1934	92
Margaret B. Robbins	05-14-1933	93
Rachel A. Getchell	11-05-1930	94
Peter A. McDonald	03-03-1927	91
Sarah M. Reed	02-10-1927	91
Mary Buck	03-17-1923	90
Elizabeth Thwing	08-10-1921	90
John H. Perkins	09-25-1920	89
Charlotte A. Leonard	04-27-1920	94
Worrall Reed	02-27-1919	93
James Tibbetts	06-06-1916	99
Sarah McKenney	03-01-1914	97

This list was compiled by Selectman Todd W. McPhee using the Town of Woolwich Vital Records. Any noted errors or omissions should be reported to the Town Office for investigation.

Town Meeting Warrant

May 4, 2011

SAGADAHOC, s.s.

To: Deborah 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 Nequasset Meeting House a/k/a Nequasset Church in said Town, on Wednesday, the 4th day of May A.D. 2011 at Six o'clock in the afternoon, then and there to act on Articles 1 through 40, 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 1, 2011 and April 1, 2012 when taxes are due and payable and to see if the Town will fix the interest rate on unpaid taxes at 7% (seven percent) per annum 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 3% (three percent) for the 2010-2011 tax year.

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

Accounts listed on next page

List of Accounts to 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 Acct.	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) Acct.
Office Operations	Fire Department Operations
Supplements and Abatements	Hydrant Rental
Emergency 911	Street Lights
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 Acct.	Emergency Vehicle Reserve Account
Generator Reserve Account	Septic Reserve Account
250 th Committee Account	Vital Records Book Repair Account
Air Pack Replacement 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 \$680,000.00.

2010 recommendation \$680,000.00

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.

2010 appropriation up to \$20,000.00

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 **\$10,000.00** 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 and to authorize them to use the donations as they see fit or as the donor directs.

c) To see if the Town will vote to transfer the balance left in the 250th Committee Account to the Nequasset Church Account for the procurement of a public address system.

Note: Account balance is \$1,531.32

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

William Potter (2006-2011)

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

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 on same.

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 \$490,317.00 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 LD1 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 \$_____ for a Deputy Tax Collector/Deputy Treasurer/Deputy Clerk to work part time at the Town Office and to authorize the Selectmen to spend any amount up to \$_____.

2010 appropriation \$22,464.00

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

2010 appropriation \$41,724.00

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

2010 appropriation \$35,624.00

Article 15 To see if the Town will vote to raise and appropriate the sum of **\$8,600.00** for the Employee Health Account.

2010 appropriation \$8,600.00

Article 16 To see if the Town will vote to appropriate up to **\$8,600.00** from the Undesignated Fund Balance Account for unanticipated health benefit costs.

Article 17 a) To see what sum of money the Town will vote to pay the Town Officers for the ensuing year:

	<u>2010</u>	<u>2011</u>
Selectman	\$3,000.00	\$3,000.00
Selectmen	3,000.00	3,000.00
Selectmen	3,000.00	3,000.00
Selectmen	3,000.00	3,000.00
Selectmen	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	2,000.00
Registrar of Voters	250.00	250.00
Moderator	200.00	200.00
Workers Compensation	6,200.00	7,000.00
Unemployment Compensation	1,000.00	1,000.00
Social Security	17,000.00	_____
Part Time Staff	5,650.00	_____
Comp/Vacation Time Reimb.	<u>2,400.00</u>	<u>2,400.00</u>
	\$51,700.00	\$?????????

b) To see if the Town will vote to raise and appropriate the sum of \$_____ for the salary of and pay mileage to the Animal Control Officer (ACO) and to authorize the Selectmen to spend any amount up to \$_____.

2010 appropriation \$4728.00

c) To see if the Town will vote to raise and appropriate the sum of \$_____ 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 \$_____.

2010 appropriation \$21,424.00

Article 18 To see what sum, if any, the Town will vote to raise and appropriate for the Town Officers' Account for the ensuing year.

Recommended \$?????????

2010 appropriation \$51,700.00

General Government

Article 19 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	
	<u>2010</u>	<u>2011</u>
General Assistance	\$5,000.00	\$5,000.00
Nequasset Church	-0-	-0-
Cemeteries	-0-	-0-
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	
Fish Way, Up Keep/Repair	-0-	-0-
Animal Control & Care*	3,372.00	3,372.00
Planning Board	-0-	-0-
Conservation Commission	500.00	500.00
Agriculture Committee	-0-	-0-
Comprehensive Planning	-0-	-0-
Board of Appeals	100.00	100.00
Recreation Committee	-0-	-0-
Solid Waste Committee	2,500.00	2,500.00
Monument Committee	-0-	1,555.00
Contingent	<u>9,000.00</u>	<u>9,000.00</u>
	\$24,172.00	\$????????

* 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.

Article 20 To see if the town will vote to raise and appropriate the sum of **\$36,076.00** for the Office Operations account. The approximate breakdown of the account is as follows:

	<u>2010</u>	<u>2011</u>
Town Reports	\$3,500.00	\$3,500.00
Telephone and fax machine monthly usage	2,500.00	2,500.00
Postage (twice/year tax bills, etc.	4,800.00	4,800.00
Office and computer supplies	3,800.00	3,800.00
Advertising	1,300.00	1,300.00
Printing (stationery, forms, etc.)	500.00	500.00

Computer support contract & software	7,829.00	7,800.00
Automated equipment maintenance	7,000.00	7,000.00
Training - seminars and manuals	1,500.00	1,000.00
Association dues	300.00	300.00
Election supplies and materials	1,200.00	1,200.00
Office operations contingent	1,200.00	1,200.00
Mailing machine	1,000.00	1,000.00
Accu-Vote System	<u>175.00</u>	<u>176.00</u>
	\$36,604.00	\$36,076.00

2010 appropriation \$36,604.00

Article 21 a) To see if the town will vote to raise and appropriate the sum of **\$34,672.00** for the Municipal Building Operation of Plant account. The approximate breakdown of the account is as follows:

	<u>2010</u>	<u>2011</u>
Electricity/ CMP	\$6,700.00	\$6,700.00
Water/ BWD	1,500.00	1,500.00
Heating fuel/ oil	15,000.00	10,000.00
Photocopier Lease	3,200.00	3,200.00
Mowing and grounds maintenance	4,200.00	3,614.00
Furnace maintenance/repair	1,000.00	500.00
Building sprinkler system contract	500.00	500.00
Security system contract/maintenance	500.00	600.00
Cleaning Services	3,058.00	3,058.00
Misc. supplies and general building maintenance (hardware, etc.)	<u>7,100.00</u>	<u>5,000.00</u>
	\$42,758.00	\$34,672.00

2010 appropriation \$42,758.00

b) To see if the Town will vote to raise and appropriate the sum of **\$37,210.00** for the fourth of five years' principal and interest payment for the Woolwich Fire Truck Bond.

2010 appropriation \$37,210.00

Article 22 To see if the Town will vote to raise and appropriate the sum of **\$18,690.00** for the Town's insurance.

Note: Art. 22 includes all municipal buildings & contents.

2010 appropriation \$17,800.00

Article 23 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 **\$19,200.00** as payment to the Assessing Agent.

2010 appropriation \$18,780.00

Article 24 To see if the Town will vote to raise and appropriate the sum of **\$1,000.00** to update the property tax maps.

2010 appropriation \$1,000.00

Article 25 To see if the Town will vote to raise and appropriate the sum of **\$3,500** for the “Computer Replacement Account”.

Note: The computer system’s aging server needs to be replaced

2010 appropriation \$500.00

Article 26 To see if the Town will vote to raise and appropriate the sum of **\$3,476.00** for the payment of membership dues for the Maine Municipal Association.

2010 appropriation \$3,391.00

Article 27 To see if the Town will vote to raise and appropriate the sum of **\$8,700.00** to pay the Auditor.

2010 appropriation \$8,600.00

Article 28 To see if the Town will vote to raise and appropriate the sum of **\$10,000.00** for the Town’s Litigation Account.

2010 appropriation \$10,000.00

Health/Welfare and Sanitation

Article 29 To see if the Town will vote to raise and appropriate the sum of **\$6,815.00** for the continued sampling of ground water from the installed surface water test sites at the landfill.

2010 appropriation \$6,410.00

Article 30 To see if the Town will vote to raise and appropriate the sum of **\$2,500.00** for ambulance service for year two of a three year contract with North East Mobile Health Services.

2010 appropriation \$2,500.00

Article 31 a) To see if the Town will vote to raise and appropriate the sum of **\$252,500.00** for the complete weekly curbside refuse collection and biweekly curbside recycling collection for year four of a five year contract for this service with Pine Tree Waste, Inc.

2010 appropriation \$222,748.00

b) To see if the Town will appropriate a sum not to exceed **\$25,000** from the Undesignated Fund Balance Account for the Selectmen to use if necessary for unanticipated solid waste disposal/recycling costs.

Highways and Bridges

Article 32 To see if the Town will vote to raise and appropriate such sums of money as may be necessary for the following accounts:

	<u>2010</u>	<u>2011</u>
Roads and Bridges	\$ 60,000.00	\$ 60,000.00
Street Signs	2,000.00	2,000.00
Hot Topping	77,000.00	77,000.00
Snow Plowing	368,721.00	378,124.00
Street Lights	4,100.00	4,100.00
Culvert Repair	<u>10,000.00</u>	<u>-0-</u>
	\$521,821.00	\$521,224.00

Article 33 a) To see if the Town will authorize the Selectmen to remove **\$73,000.00** from the Urban-Rural Initiative Program (URIP) account for hot topping town roads.

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

Protection

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

	<u>2010</u>		<u>2011</u>
Hydrants (Bath)	\$14,400.00	12 @ \$1,292.60	\$15,511.00
(Wiscasset)	10,100.00	13 @ \$1,211.00	15,743.00
Fire Chief	6,180.00		
Asst. Chief	2,000.00		
Asst. Chief	2,000.00		
Captain 1	1,250.00		
Captain 2	1,250.00		
Lieutenant 1	625.00		
Lieutenant 2	625.00		
Safety Officer	-0-		-0-
Shellfish Warden	-0-		-0-
Four sets of NFPA/OSHA-			
Clothing	6,000.00		8,500.00
WEMA*	-0-		1,000.00
Inoculations/Physicals	2,500.00		2,500.00
911	100.00		-0-
Generator Service	2,000.00		2,000.00
Generator Replacement Acct**	800.00		800.00
EMS Director	2,500.00		2,500.00
Asst. EMS Director 1	1,500.00		1,500.00
Asst. EMS Director 2	1,500.00		1,500.00
EMS 1 st Assistant	-0-		500.00
EMS 2 nd Assistant	-0-		500.00
Woolwich EMS ***	36,200.00		See Article 34C
Vehicle Replacement Acct	-0-		30,000.00
Air Packs	2,000.00		2,500.00
Fire Hose	1,500.00		1,700.00
Hose Tower Inspection	-0-		-0-
Computer	<u>800.00</u>		<u>1,000.00</u>
	\$95,830.00		\$?????????

* Note: WEMA stands for Woolwich Emergency Management Agency

** Note: Generator has been depreciated using Straight-Line with a twenty year life.

*** Note: Separate article with breakout of expenses.

b) To see if the Town will vote to raise and appropriate the sum of **\$84,800.00** for the Fire Department account.

The breakdown of the account is as follows:

	<u>2010</u>	<u>2011</u>
Office Supplies/Expenses	\$1,200.00	\$1,200.00
Truck Fuel	4,000.00	4,500.00
Equipment Repairs	3,500.00	4,000.00
Truck Repairs	10,960.00	12,500.00
Laundry	350.00	350.00
Contingent Account	5,000.00	5,000.00
Telephone	1,500.00	1,500.00
Training Expenses	2,100.00	2,100.00
Travel Expenses	250.00	250.00
New Equipment	13,920.00	15,000.00
Station Supplies	1,400.00	1,400.00
Fire Prevention	1,000.00	1,000.00
Wages	<u>34,500.00</u>	<u>36,000.00</u>
	\$79,680.00	\$84,800.00

2010 appropriation \$79,680.00

c) To see if the Town will vote to raise and appropriate the sum of **\$46,000.00** for the Woolwich EMS Account. The breakdown of the account is as follows:

	<u>2010</u>	<u>2011</u>
AED's	\$2,000.00	\$2,000.00
Annual Fees	-0-	2,000.00
Billing Fees	-0-	500.00
Clothing	3,000.00	2,000.00
Communications	4,400.00	4,500.00
Contingency	500.00	500.00
Fuel	1,000.00	1,000.00
Medical Equipment	4,000.00	5,000.00
Medical Exams	1,000.00	1,000.00
Medical Supplies	-0-	6,500.00
Office Supplies	1,000.00	1,000.00
Payroll	10,000.00	12,000.00
Training	6,300.00	5,000.00
Vehicle Maintenance	<u>3,000.00</u>	<u>3,000.00</u>
	\$36,200.00	\$46,000.00

Miscellaneous Donations

Article 35 a) To see if the Town will vote to appropriate the sum of **\$600.00** from the Cable TV Account for MPBN Channel 10 – Public Television.

2010 appropriation \$600.00

b) To see if the Town will vote to appropriate the sum of **\$600.00** from the Cable TV Account for MPBN – Public Radio.

2010 appropriation \$600.00

Article 36 To see if the Town will vote to appropriate **\$400.00** from the Snowmobile Registrations for the Nequasset Trailbreakers Snowmobile Club.

2010 appropriation \$400.00

Article 37 To see what sum of money the Town will vote to donate to the following local agencies:

	2010 Appropriated	2011 Donate
American Red Cross	500.00	500.00
Bath Area Senior Citizens Center	825.00	825.00
Big Brothers/Big Sisters Bath/Brunswick	600.00	600.00
Coastal Trans	1,400.00	1,400.00
Community Health and Nursing (CHANS)	1,500.00	2,700.00
Hospice Volunteers in Midcoast Maine	1,200.00	see CHANS
Family Crisis Services	500.00	500.00
Jesse Albert Dental Clinic	\$2,500.00	\$2,500.00
Midcoast Maine Community Action (CED)	1,440.00	1,440.00
Oasis Health Network	-0-	350.00
Respite Care	600.00	600.00
Spectrum Generations	1,953.00	1,953.00
Sweetser	3,372.00	3,372.00
Tedford Housing	<u>700.00</u>	<u>350.00</u>
	\$17,090.00	\$17,090.00

Article 38 To see if the Town will vote to raise and appropriate the sum of **\$17,090.00** for donations to local agencies.

2010 appropriation \$17,090.00

Article 39 a) To see if the Town will vote to raise and appropriate the sum of **\$1,300.00** for maintenance work on the Woolwich Historical Society building.

2010 appropriation \$1,300.00

b) To see if the Town will vote to raise and appropriate the sum of **\$3,000.00** for the last year of a five year commitment to the Bath Area Senior Citizen Capital Building Fund.

2010 appropriation \$3,000.00

c) To see if the Town will vote to raise and appropriate the not to exceed sum of **\$43,696.00** to support the operating costs of the Patten Free Library.

Note: The sum of \$43,696.00 is the same as last year's donation. The per capita amount is \$15.55.

2010 appropriation \$43,696.00

d) To see if the town will vote to raise and appropriate the sum of **\$4,000.00** for support of the Woolwich Junior Athletics.

2010 appropriation \$4000.00

e) To see if the town will vote to raise and appropriate the sum of **\$5000.00** for the Boat Building Program at the Maine Marine Museum.

2010 appropriation \$0

Ordinances

Article 40 Shall an amendment to the ordinance entitled "Woolwich Shoreland Ordinance" be enacted as follows:

Section 9. Districts and Zoning Map

A. Official Shoreland Zoning Map as updated 05/04/11

(copy of map is on file with the Town Clerk).

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

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

Given unto our hands this ____ day of April, 2011.

DAVID A. KING, SR.

TODD W. MCPHEE

DALE E. CHADBOURNE

LLOYD F. COOMBS, JR.

RITA A. STURTEVANT

Attest:

Clerk of Woolwich, Maine

Municipal Officials 2011

Board of Selectmen:

David A. King, Sr, Chairman	Term Expires:	31 December 2012
60 Birchwood Road, Woolwich, Maine 04579		(207) 442-7642
Dale E. Chadbourne, Vice Chairman	Term Expires:	31 December 2013
18 Thunder Road, Woolwich, Maine 04579		(207) 442-8489
Rita A. Sturtevant	Term Expires:	31 December 2011
239 Dana Mill Road, Woolwich, Maine 04579		(207) 443-5235
Todd W. McPhee	Term Expires:	31 December 2011
371 Montsweag Road, Woolwich, Maine 04579		(207) 442-8815
Lloyd F. Coombs, Jr.	Term Expires:	31 December 2013
8 Brookside Dr, Woolwich, Maine 04579		(207) 443-3570

Town Administrator & Treasurer:

Lynette R. Eastman	
Town Office	(207) 442-8859 fax
13 Nequasset Road, Woolwich, Maine 04579	(207) 442-7094

Tax Collector & Town Clerk

Vacant	
Town Office	(207) 442-8859 fax
13 Nequasset Road, Woolwich, Maine 04579	(207) 442-8723

Deputy Clerk, Deputy Tax Collector

Martha M. Hayward	
Town Office	(207) 442-8859 fax
13 Nequasset Road, Woolwich, Maine 04579	(207) 442-8723

Code Enforcement, Building Inspector, Plumbing Inspector

Bruce Engert	
Town Office	
13 Nequasset Road, Woolwich, Maine 04579	(207) 442-7094

Fish Commissioners:

William D. Potter, Chair	2006-2011
Stanley N. Davis	2009-2014
John D. Chapman	2010-2015
Bruce R. McElman	2007-2012
Raymond E. Robson, Jr.	2008-2013

School Committee:

Robin Buczkowski	District 1	
Term Expires November 2013		443-9035
Timothy Harkins	District 3	
Term Expires November 2011		442-8134

State Legislature Information:

Senator Seth A. Goodall	Senate District 19
<u>State Address:</u>	<u>Home Address:</u>
Senate Chamber	
3 State House Station	5 Church Street
Augusta, Maine 04333-0003	Richmond, Maine 04357
(207) 287-1515	(207) 737-4797
1-800-423-6900 (sessions only)	email seth@sethgoodall.com

Representative Peter S. Kent	<u>Home Address:</u>
House of Representatives	
2 State House Station	82 Joseph Mains Rd
Augusta, Maine 04333-0002	Woolwich, Maine 04579
(207) 287-1400 (voice)	(207) 442-9255
(207) 287-4469 (TDD)	email pskentz5@hotmail.com
1-800-423-2900)	
RepPeter.Kent@Legislature.maine.gov	

Citizen Committee List 2010 - 2011

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>Term Expires</u>
<u>Agricultural/Forest Resources Committee</u> --meets 3 rd Wednesday 7:00			
*Clark Granger	191 Phipps Point Rd	442-8759	6/30/12
Paul Dumdey	346 River Rd	443-3479	6/30/12
Joan Jordan	858 Old Stage Road	443-9080	5/1/11
Robert Rollins	738 Middle Road	443-4583	5/1/11
Rosemarie Granger	191 Phipps Point Rd	442-8759	6/30/13
Patrice Hennin	253 Barley Neck Rd	443-1501	6/30/13
Blueberry Beeton	253 Barley Neck Road	522-3328	6/30/13
<u>Board of Appeals</u> --meets as needed			
*David Klobberdants	16 Hall Road	386-0079	6/30/13
Gregory Doak	46 Old Stage Road	442-7281	5/1/11
Richard Ruddell	11 Birchwood Road	443-8646	5/1/11
Shannon Welsh	22 Old Station Rd.	442-7539	6/30/12
Arthur Spencer	162 Mountain Rd	373-8922	6/30/12
Vacancy, Assoc.			6/30/13
<u>Board of Comprehensive & Capital Planning</u> --meets as needed			
Vacancy - Conservation Commission Representative			
Vacancy - Board of Appeals Representative			
Vacancy - Citizen Representative			
Vacancy - Citizen Representative			
Vacancy - Fire Department Representative			
Vacancy - Planning Board Representative			
Vacancy - School Committee Representative			
<u>Cable Television Committee</u> --meets as needed			
*Roger Baffer	721 Middle Road	442-7052	6/30/12
David Hayward	21 Brookings Bay Rd.	442-9529	6/30/13
Arlene Whitney	141 Old Stage Road	442-7676	5/1/11
Carl Miller	9 Miller Street	442-8186	6/30/12
Vacancy			6/30/13
Vacancy			5/1/11

Committee to Preserve Town Records--meets as needed

Dawn Lilly	349 George Wright Rd.	443-3451
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Comprehensive Plan Review Committee--

*Clark Granger	191 Phipps Point Road	442-8759
Paul Dumdey	346 River Road	443-3479
Rosemarie Granger	191 Phipps Point Road	442-8759
Allison Hepler	417 Montsweag Road	442-0754
Joan Jordan	858 Old Stage Road	443-9080
Katherine Wheeler	100 Montsweag Road	443-5712
Patrice Hennin	253 Barley Neck Rd	443-1501

Conservation Commission--meets 3rd Wednesday @ 6:30 PM & with the Ag/Forestry Committee @ 7:00 PM

*Patrice Hennin	253 Barley Neck Road	443-1501	6/30/13
Clark Granger	191 Phipps Point Road	442-8759	6/30/12
Joan Jordan, VC	858 Old Stage Rd	443-9080	5/1/11
Todd Hibel, TR	9 Shagbark Lane	841-2740	6/30/11
Michael Stacy, Jr	91 Barley Neck Rd	443-1556	6/30/12
William Flood	1334 Middle Road	386-1051	6/30/13
Evan Holbrook	2 Holbrook Lane	841-5741	6/30/13

Fair Hearing Authority--meets as needed

Paul Dumdey	346 River Road	443-3479
Selectman Representative		

Historic Preservation Committee--meets as needed

Two Vacancies	6/30/12
Three Vacancies	5/1/11
Two Vacancies	6/30/13

Interlocal Planning Committee--meets as needed

Richard Ruddell	11 Birchwood Road	443-8646	5/1/11
Vacancy			6/30/12
Vacancy			6/30/13

Nequasset Church Committee--meets as needed

Sylvia Carlton	P.O. Box 482	443-6994
Deborah Locke	201 River Road	443-5684
Todd McPhee	371 Montsweag Road	442-8815
Carlton Reed	200 River Road	443-4381
Raymond Robson	259 Murphy's Corner	443-4541
Christine Hallowell	108 Pushard Road, Dresden	737-2759
Barbara Richards	369 Barley Neck Road	443-2869

Planning Board--meets first Monday of month 7:15 p.m.

*Allen Greene	1035 Old Stage Road	882-6123	5/1/11
Greg Buczkowski	44 Pleasant Cove Drive	443-9035	5/1/11
Allison Hepler	417 Montsweag Road	442-0754	5/1/11
William Longley, Jr.	PO Box 132	443/5838	6/30/12
Jason Shaw	918 Old Stage Rd.	443-3932/442-7120	6/30/13
Robert Meade, Alt	PO Box 201	443-2580	6/30/13
William Potter, Alt	185 Barley Neck Rd.	443-9633	6/30/12

Recreation Committee--meets as needed

Todd McPhee, ex-officio		442-8815	
Collette Coombs	8 Brookside Drive	443-3570	5/1/11
Arlene Whitney	141 Old Stage Road	442-7676	5/1/11
Allison Hepler	417 Montsweag Road	442-0754	6/30/12
Eunice Leach	35 Chopps Cross Road	443-3855	6/30/12
Robert Meade	P.O. Box 201	443-2580	6/30/13
Vacancy			6/30/13

Representative Tto Bath Water District

Michael Sinton	442-7753	10/31/15
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Road Committee--meets as needed

*David Klobberdians	16 Hall Road	386-0079	6/30/13
Jack Shaw, ex-officio		443-3932	
Robert Meade	P.O. Box 201	443-2580	5/1/11
Warren Skillings, Sr.	32 Baker Drive	443-9512	5/1/11
Arthur Spencer	162 Mountain Rd	373-8922	6/30/13
Evan Holbrook	2 Holbrook Lane	841-5741	6/30/12

Route 1 Corridor Study Committee -- meets as needed

Greg Buczkowski	44 Pleasant Cove Drive	443-9035
*David Kloberdians	16 Hall Road	386-0079
Richard McElman, Jr.	P.O. Box 220	443-9781
Todd McPhee	371 Montsweag Road	442-8815
Marilyn Reno	P.O. Box 494	442-8479
Karen Reynolds	P.O. Box 535	443-3641
Norma Scopino	6 Hunnewell Lane	443-2809
Paul Seaman	170 River Road	443-5542
Gregory Siegel	1007 Old Stage Road	882-9386

Septage Committee--meets as needed

Edward MacDonald	P.O. Box 228	443-6353
John McPhail	P.O. Box 217	443-4044
Vacancy		

Shellfish Conservation Committee--meets as needed

*Daniel Harrington	274 Dana Mill Road	443-2104	6/30/11
Clark Granger	191 Phipps Point Rd	442-8759	6/30/13
Timothy LaRoche	357 Chopps Cross Rd	319-9890	6/30/13
Andrew Cromwell	424 Montsweag Rd	837-5122	6/30/13
One Vacancy			6/30/11
Two Vacancies			6/30/12

Shellfish Regional Committee--meets as needed

Stephen Goodenow	1006 Old Stage Road	882-7985
William Longley, Jr.	P.O. Box 132	443-5838

Solid Waste and Recycling Committee--meets 3rd Wednesday of each month 5:30 PM

Terry Hanna	1347 Middle Rd	443-2679	5/1/11
Fred Kahrl	937 Middle Rd	442-8497	5/1/11
Mary Graham	16 Acadia Shores	443-1532	6/30/13
Kevin Jones	90 Colby Drive	751-0893	6/30/13
Arthur Spencer, Alt	162 Mountain Rd	373-8922	6/30/12
Hans van Willigen	242 Middle Rd	442-7560	6/30/13
Vacancy			6/30/12

Gateway One Town Response Panel—The Commissioner of the Maine Department of Transportation has suspended the Gateway 1 program.

Representative to Patten Free Library

Linda Hoch 1 Phipps Point Rd 442-7410

* Committee Chairperson
Alt/Assoc Alternate Member

All committees meet at the Woolwich Town Office at 13 Nequasset Road with the exception of the School Committee which meets in the RSU#1 towns on a revolving basis.

Corrections to this list should be forwarded to the Town Administrator at the Town Office email: lreastman@woolwichme.com Phone: (442-7094).

Town of Woolwich 2011 Holiday Schedule

Holidays	Date Observed
New Year's Day	Fri, Dec 31
Martin Luther King Day	Mon, Jan 17
Presidents' Day	Mon, Feb 21
Patriot's Day	Mon, Apr 18
Memorial Day	Mon, May 30
Independence Day	Mon, July 4
Labor Day	Mon, Sept 5
Columbus Day	Mon, Oct 10
Veterans' Day	Fri, Nov 11
Thanksgiving	Thurs, Nov 24/ Fri, Nov 25
Christmas Day	Mon, Dec 26

NOTE: Holidays that fall on Saturday are observed on the preceding Friday, and holidays that fall on Sunday are observed the following Monday.

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 Selectmen'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 Selectmen'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 Selectmen'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. A blind person who is legally blind as determined by the Department of Human Services and is a resident of Maine.
7. 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.

Maine Residents Property Tax Program:

The State of Maine has two property tax refund programs - General Property Tax or Rent Refund and Elderly Householders Tax or Rent Refunds. Applications are available online at www.maine.gov/revenue. Applications must be filed between August 1st and June 1st.

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.

Notes for Voters on Town Meeting Procedure

Rules of procedure, in general. It is important to understand two core concepts. First, rules of procedure are not rules of law. Their purpose is to facilitate the conduct of the meeting, and courts will usually uphold a moderator’s decision and the actions of a meeting unless clear unfairness or error resulting in misunderstanding or confusion has actually affected

the vote. Second, questions about appropriate procedure or the outcome of a vote should be addressed in the meeting itself (see the discussion of “appeal” and “challenge,” below). If questionable decisions or determinations of the vote are not brought to the moderator’s attention and addressed on the spot, a court may decline to review the issue later, even where it would otherwise be appropriate for judicial review.

Distinguishing or Separating Voters and Non-Voters. Please respect any measures in effect for distinguishing or separating voters from non-voters.

Unanimous Consent. To expedite procedure, the moderator may from time to time invite or suggest that the meeting give “unanimous consent” to proceeding in a certain way. Cooperation where you can freely give it will usually save time and avoid unnecessary complication, but if you do not wish to give consent simply call out “Objection” or “I object” when the moderator asks for unanimous consent. The moderator may then suggest or invite a motion and vote on procedure and you will then have the opportunity to speak in opposition to the procedure.

Rules of Debate. Maine law makes three rules: (1) a person may not speak without being recognized by the moderator; (2) everyone shall be silent at the moderator’s command; and (3) a person who is not a town voter may not speak without the consent of two-thirds of the voters present. In addition, the moderator *may* ask that one or more of the following rules be observed, and may invoke others to maintain good order and decorum. Raise your hand or stand, as directed by the moderator, to be recognized, and then state your name and what you would like to do. Stand while speaking unless otherwise directed or authorized by the moderator. Refrain from making negative motions (“I move that Article 16 be defeated”). After a motion has been made and seconded, the moderator will open the floor for discussion. The moderator may call on the Selectmen or other sponsors of an article to speak first on a main motion (a motion to approve an article as printed, for example). Thereafter, the affirmative side speaks. A person who makes a motion is entitled but not required to be the first speaker on the motion and may not vote against the motion but may seek consent to withdraw it. A person seconding a motion may both speak against it and vote against it. Do not make a speech and conclude it with a motion: rather, make the motion and then speak to it after it has been seconded and put to floor debate by the moderator. Address all remarks and all questions to the moderator alone. Remarks must be relevant to the motion. Debate will generally alternate between those in favor and those opposed. No one should address the same

subject more than twice without the express permission of the moderator. The meeting may establish a time limit per speaker per question and an overall time limit on a motion. No one may speak a second time until all who wish to speak a first time have done so. Speak to the issue, not to the person, and do not question motives or speak ill of another. Profanity is out of order. Do not read from any document except the warrant without first obtaining the moderator's consent. Listen attentively, do not whisper in the seats, and do not interrupt a speaker. Take conversation outside, and mute all but emergency workers' cell phones.

Nominations and Elections. No second is required for a nomination, but the moderator may request or require a candidate's consent to run (and if elected to serve), as a safeguard not only against the possibility that a nominee who is present will decide not to accept an office once won, but also as a safeguard against election of an absent person who when notified declines the office.

Written Ballot. State law requires the moderator, selectmen, and school committee members to be elected by written ballot, even if there is only one nominee. On motion and a majority of votes cast, or by unanimous consent, the meeting can determine to require written ballot voting on other offices or on any business or other article on the warrant. Do not fold, and do not allow another to fold, your ballot with another, or they may both be invalidated.

Appeal. A voter who thinks it appropriate to follow a procedure other than one announced by the moderator may seek to be recognized and then move a procedure the voter believes more appropriate.

Method of Voting. These are, in increasing order of certainty (and, for most of the time, required): voice vote, show of hands, rising (or standing) vote, division of the house, and written ballot vote.

Challenge. A voter who thinks the moderator has not correctly determined the outcome of a voice or other vote short of an actual count and who wishes to challenge the moderator's determination should immediately seek to be recognized, and when recognized, say "I doubt it." The moderator will then determine whether at least six other voters agree. If so, the moderator will make the determination more certain by using a designated other method of voting.

United States Senate

Washington, DC

January 14, 2011

Dear Town of Woolwich,

As the new session of Congress began, I was honored to become the longest, currently serving member of the U.S. Senate to have never missed a roll call vote. As the 111th Congress ended, I cast my 4,563rd consecutive vote. It is a privilege to represent you in Washington, D.C. and I appreciate this opportunity to share some of my recent work as we look forward to the opportunities and challenges that lie ahead in the 112th Congress.

Creating jobs and strengthening our economy remain our nation's most pressing challenges. Far too many families and individuals throughout Maine and our nation are still suffering from a sluggish economy and high unemployment. That is why it was so vital for congress to extend the 2001 and 2003 tax relief laws. I strongly supported a two-year extension because allowing these laws to expire would have resulted in one of the largest tax increases in our nation's history, and job killing tax hikes could well have plunged our economy deeper into recession.

Last year, I spoke to small business owners throughout Maine who told me that a tax increase could result in a loss of jobs and threaten the viability of their businesses. It is good news that Congress passed the two-year extension of these tax relief laws before 2010 came to a close, providing more certainty to businesses and relief for all taxpayers.

After years of repeated but unsuccessful attempts by the Maine delegation to address the federal truck weights law, I authored a successful truck weights pilot program in 2009 that was in effect for one year. The pilot program permitted trucks weighing up to 100,000 pounds to travel on Maine's federal interstates, where these trucks belong, rather than being diverted to secondary roads, through small communities, downtown areas, and school zones. The benefits have been evident: improved safety, lower costs, reduced energy use, and reduced emissions. I was disappointed that the U.S. House of Representatives failed to take action either to extend the pilot program or to make it permanent. Making the truck weights program permanent will be one of my top priorities this year and will be the first bill I introduce in the new Congress.

The President signed into law a number of bills that I authored or coauthored. I was proud to join Senator Joe Lieberman in leading the effort to repeal the so-called “Don’t Ask, Don’t Tell” law that applied to our armed forces. This long-overdue repeal enables the U.S. to join 35 of our closest allies in welcoming the military service of any qualified individual who is willing and capable of serving our country.

My efforts to counter the smuggling of illegal drugs across the Canadian border into Maine, and vice versa, were advanced when the President signed the “Northern Border Counternarcotics Strategy Act.” I was the lead Republican sponsor of this law, which requires the Office of National Drug Control Policy to develop a counternarcotics strategy similar to that of the Southwestern border in collaboration with our Canadian partners. The Senate Homeland Security Committee also conducted an extensive investigation into the Fort Hood terrorist attack. We will soon release a report with recommendations on how to reduce the possibility of such an attack in the future.

Former Senator Evan Bayh and I authored a new law that established a new Advisory Council to develop a national plan for combating Alzheimer’s disease. For the first time, this law charges federal agencies to develop a strategy to advance efforts to fight this devastating disease, at no additional cost to taxpayers. As far too many people know, Alzheimer’s disease inflicts pain and hardship on families, and costs Medicare and Medicaid billions, yet our nation has been lacking a national strategy to focus on this disease.

Maine’s natural resource industries are essential to our prosperity. Last October, along with other Delegation members, I testified at an International Trade Commission hearing that resulted in a ruling that Chinese and Indonesian paper companies had been engaging in illegal trade that is unfair to our domestic industry. During the debate on the Food Safety Modernization Act, I successfully advocated for an amendment, backed by Maine’s small and organic farmers, to protect our small farms from excessive regulation.

In my ongoing efforts to save jobs in Maine, I succeeded in convincing the EPA to rework regulations known as “boiler MACT” in a manner that protects the environment and public health without jeopardizing jobs in the forest products industry. I also authored successful legislation to provide small contractors more time to comply with EPA lead-based paint regulations. The high fines for non-compliance would have put many small contractors in Maine out of business.

Working with the University of Maine, I helped advance the development of deep water, off shore wind energy. Last summer, Energy Secretary Steven Chu visited UMaine at my request, which resulted in an announcement that

the Department would dedicate \$20 million to develop and test deepwater offshore wind technologies. UMaine remains on the cutting edge of this work, which has the potential to create 15,000 jobs.

I secured funding for a number of important transportation projects in 2010. For example, following my request, U.S. Transportation Secretary Ray LaHood announced that the Department would award \$10.5 million for Maine's effort to save freight railroad service in Northern Maine, and \$20 million for the rehabilitation of the Memorial Bridge between Kittery and Portsmouth.

As a member of the Senate Armed Services Committee, I worked to ensure that our men and women in uniform have the resources and support they need to protect our freedom. In 2010, I supported efforts to improve health care and other services for our military personnel and veterans, and authored key provisions to strengthen our national defense by supporting the vital work at Bath Iron Works, the Portsmouth Naval Shipyard, Pratt & Whitney, the Maine Military Authority, and other Maine industries. Following my letter last year to the President's top budget official urging him to include increased funding for the DDG-51 program in next year's budget, Defense Secretary Gates recently announced that the Pentagon would seek an additional DDG-51 in its five-year budget.

The 112th Congress will bring extraordinary challenges as we work to improve the economy, lower the unemployment rate, seek ways to reduce federal spending to bring the federal debt under control, and debate a host of other important issues. I am grateful for the opportunity to serve Woolwich and Maine in the United States Senate. If ever I can be of assistance to you, please contact my Augusta office at 207-622-8414, or visit my website at <http://collins.senate.gov>. May 2011 be a good year for your family, your community, our state and our nation.

Sincerely,
SUSAN M. COLLINS
United States Senator

Congress of the United States House of Representatives

Dear Friends,

I'm proud to live in a state where individuals work so hard to sustain their communities.

We hold town meetings where neighbors can find compromise amid their disagreements, while still being able to say hello the next morning at the corner store. We help our neighbors through tough times by sending care packages to overseas troops, donating to local food pantries, and raising money for sick members of the community. And we work with each other to make the most out of bad situations.

There's no doubt that times are still hard for Maine's working families, but I'm optimistic about the future because all this hard work is starting to pay off. This year, Mainers have been able to turn bad news into good for Maine's economy. In Brunswick, Kestrel Aviation announced that it would start making airplanes with composite materials on the site of the closing naval base. In Biddeford, small businesses are thriving in the space once occupied by the now closed North Dam Mill. In Port Clyde, fishermen are starting to create jobs after forming a co-op in the wake of declining prices.

What's more, Maine communities are doing what's needed to take full advantage of these and other opportunities.

We're strengthening the infrastructure on which we do business by protecting Memorial Bridge in Kittery, bringing the Downeaster to the Midcoast, and expanding broadband Internet.

Local groups and businesses are working with me to fight for regulations that recognize the successful conservation efforts of our fishermen, don't overburden our small family farms, and protect our paper companies from Chinese trade practices meant to undercut them.

We're educating workers for new jobs, like in Kennebec Valley to train solar technicians, at SMCC for composite materials, and the University of Maine for other green jobs.

And we're taking care of our people by making sure veterans get the benefits they've earned, families aren't bankrupted by illness, and seniors don't lose their hard-earned savings to the excesses of Wall Street.

It's an honor working with your communities to move Maine forward and to represent your families in Washington. If you have comments, or need help with any federal issue, please contact me at (207) 774-5019 or www.pingree.house.gov/contact.

Hope to see you in Maine soon,
CHELLIE PINGREE, Member of Congress

State Senator's Report

Dear Residents of Woolwich,

It is my great pleasure and honor to serve a second term as your State Senator during the 125th session of the Maine State Legislature. In January, the newly elected Legislature, along with a new chief executive, Governor Paul LePage, began work on legislation across all areas of government, including the two-year budget that funds state government, as well as providing assistance to municipalities and schools.

This year elected officials and policy makers are overwhelmingly focused on working with the private sector to help our economy grow. Like the rest of the nation, Maine's economy is beginning to show signs of growth, however revenues continue to lag from the global recession, resulting in an estimated \$800 million shortfall at the state level. At the time of your town meeting the Legislature will have either completed or be nearly complete with the next two-year budget. In order to address this financial challenge, the Legislature has worked to seek additional efficiencies, while crafting solutions that minimize the impacts of cuts.

This Legislative session, I was reappointed to the Joint Select Committee on the Environment and Natural Resources, as well as being appointed to the Joint Select Committee on Regulatory Fairness and Reform. The Environment and Natural Resources Committee handles the majority of environmental legislation and regulation, while working to strike the right balance between the environment and the economy. In addition to the well being of our health and environment, this balance is extremely important to the Maine brand, tourism, and our natural resources, all of which employ hundreds of thousands across the state and help our economy thrive.

The Town of Woolwich is a wonderful community that I am proud to represent. Please do not hesitate to contact me with any questions, concerns, or if you are in need of assistance with the government. I can be reached by email at seth@sethgoodall.com or by phone either at home (737-4797) or at the State Capitol (287-1515).

Sincerely,
SENATOR SETH GOODALL
Senate District 19
Sagadahoc County and Dresden

State Representative's Report

MESSAGE TO THE CITIZENS OF WOOLWICH

Dear Neighbors:

It continues to be an honor to serve as your State Representative during the 125th session of the Maine State Legislature. As your voice in Augusta, I pursue my second term with the same hard work, responsiveness and dedication as I have my first term. It was gratifying to receive the support of a majority of the people in the five towns in my district.

During the 124th legislature we continued to face challenges in Augusta and at home. The slow economic recovery has been felt across the country and here in Maine. This has meant all of us, at home, in our jobs and in Augusta have had to do more with less.

It will come as no surprise, but our greatest challenge again, during the 125th Legislature, will be the budget. In the previous legislature there was federal stimulus money that Maine had access to, but those funds will not be available again. We are facing many very challenging decisions and there are no easy answers.

We will again be faced with having to make difficult cuts in order to bring the state budget into balance. After eight years of budget cutting to meet shrinking revenues this has become an ever more difficult task. You can find out more about the budget at <http://www.maine.gov/legis/ofpr/>.

Yet even with these tough conditions, we made it a priority to protect the most vulnerable of our communities keeping our state's safety net intact for those truly in need. This included protecting Maine's rural critical access hospitals and continuing the effort begun in 2003 to pay back the MaineCare debts owed to our hospitals. This includes over \$500 million in the past two years for a total of over \$914 million in back payments to Maine's hospitals during the Baldacci administration.

I continue to work to lower Maine's energy costs, reduce our dependence on dirty energy technology. Woolwich's own Reed & Reed are leaders in this effort. I was proud to organize presentations at all three high schools in my district to educate students about the economic development potential and jobs available for those trained in composite manufacturing and engineering.

Please do not ever hesitate to contact me with any questions or concerns or if you need assistance with State Government. I can be reached by email at pskentz5@hotmail.com or by phone either at home (442 -9255) or at the State Capital (1-800-423-2900).

In closing, I want to thank the Woolwich Community for its generous outreach after the house fire my family experienced in January. The Woolwich fire department and its many volunteers are a real asset to us all, as is the many church and neighborhood organizations that came through for us in the aftermath. We are happy to have found a home in Woolwich to rent while we rebuild our home.

Once again, I am honored and grateful for the opportunity to serve you.

Sincerely,
REP. PETER KENT
State Representative



Sagadahoc County Commissioner

Citizens of Woolwich,

It has been my honor and pleasure this past year to serve the citizens of Woolwich as a Sagadahoc County Commissioner. Even after two years on the Board, I remain amazed at the County's broad scope of services and the complexities involved in overseeing them. I encourage interested persons to attend Board of Commissioners' meetings which are held the second and fourth Tuesdays of each month at 2:00 p.m. at the County Administrative Offices (behind the Courthouse) at 33 Court Street, Bath, Maine. (For details, call 443-8202.)

The Commissioners are always mindful of the impact the County tax assessment has on Sagadahoc municipalities. The Board is very pleased that, without impairing the quality of services provided, the County has not increased the tax levy in four years. As the Commissioners create the 2011-2012 budget, they remain committed to minimizing any increase in the levy.

During 2010, the County's many activities and accomplishments included: **Administration** - created a new website at www.sagacounty.com which is frequently updated and expanded to keep the public informed; **Probate Court** - processed 620 filings and became one of the first in the State to offer CourtCall service which allows attorneys to attend court hearings by phone at no cost to the County; **Emergency Management Agency** – coordinated the public school pandemic flu shot program, planned and implemented regional emergency training and mass casualty exercises, assisted local EMA Directors in meeting federal emergency preparedness requirements, obtained Homeland Security and other public safety grants and worked closely with area emergency responder organizations, and public health agencies including the **Sagadahoc County Board of Health**.

Although the State has not yet made its final decisions about reducing the number of Public Safety Answering Points (PSAPs), it appears that the

Sagadahoc County Regional Communication Center's status as a PSAP may be secure. In 2010 and continuing into 2011, the Communications and EMA Directors worked diligently to improve radio transmission/reception for emergency responders by adding two additional communications transmission towers to Sagadahoc's two existing tower sites. The addition of the two tower sites is expected to eliminate many of the County's communication dead zones – an improvement that is crucial to the safety of Sagadahoc residents.

Last year an extra Sagadahoc County court session was added to the **District Attorney's Office** schedule and the DA staff handled an unprecedented number of court cases. As the end of 2010 approached, the **Registrar of Deeds Office** reported that deed and mortgage recordings were on an upward swing – a good sign of a recovering economy. Throughout the course of 2010, the **Sheriff's Office Patrol** was able to conduct focused OUI, underage drinking and seatbelt details with the cost of man power being funded by several State grants. The **Detective Division** maintained an exceptionally high case solve rate while the **Civil Division** stepped up its pace by serving an unprecedented number of civil documents to Sagadahoc residents. Despite the turmoil that continued to surround the State's consolidated corrections legislation, the County's **Prisoner Transport Division** performed in a stellar manner throughout the year.

In order that I may represent constituents effectively, it is important that I am aware of your questions and concerns. Please do not hesitate to contact me at 319-5290.

Sincerely,
CAROL A. GROSE,
Chair of the Sagadahoc County
Board of Commissioners

Code Enforcement Officer/ Building Official's Report

Calendar Year 2010

As previously anticipated, there was a slight increase in new homes in 2010 totaling 10. In addition, 1 mobile home, 8 garages, 9 porch/decks and a variety of additions, renovations, alterations, and other permits issued during the year. In total, there were 47 Building Permits issued with a declared value of \$3,200,344.00, which resulted in permit fees collected totaling \$8,125.78. Added to these totals are Permit fees of \$9,990.00 for the new RSU 1 School which is reported to be valued at \$12,037,360.00. Excluding the school figures, although new homes and total Permits were modestly higher than 2009, permit fees and values were a bit lower. Apparently, we have yet to realize any significant benefits of any improvement in the economy.

Administratively, at the State level, MUBEC (Maine Uniform Building & Energy Code) became law on June 1, 2010. Although Woolwich is not required to enforce the newly adopted code until Dec 1, 2012, builders and property owners are required to conform to it with any new construction projects. As I write this report, please note there are several bills being considered by the legislature to modify, prolong, and even an act to repeal MUBEC in its entirety. MUBEC, as it is currently, is very intense. It provides detailed construction requirements for commercial and residential construction, as well as energy and ventilation standards. There is also a standard for radon remediation. If you need assistance with MUBEC, I will do my best to help you. Please don't hesitate to come to the Town Office or call me.

There are also new State Plumbing Codes, both Internal and Subsurface Wastewater. (See local plumbing inspector's report).

Once again, it has been my pleasure to serve as your Code Enforcement Officer, and Building Official. I am generally available at your pleasure by calling: cell-350-5282 or office-442-7094 ext. 22. I am in the office Tues. 11:00 a.m.-4:00 p.m. and Thurs. 9:00 a.m.-1:00 p.m.

Respectfully submitted,
BRUCE ENGERT
CEO/Building Official,
Town of Woolwich

Local Plumbing Inspector's Report

Plumbing Permits--- Calendar Year 2010

Replacement of existing malfunctioning Subsurface Wastewater Systems continued to outpace new system permits again in 2010. Of the 18 complete system permits issued, 11 were for replacement systems. There were 5 more permits for just replacement of malfunctioning beds only, and 1 permit to replace a septic tank. In total, these numbers relate to the rebuilding of 16 leach fields that were not functioning correctly. This may sound like a lot of rhetoric, but it is truly important in the preservation of our clean drinking water and our marine resource harvesting areas. There were 24 Internal Plumbing permits issued during the year ranging from simple hook-ups of manufactured homes and mobile homes to rather extensive plumbing of larger stick built homes and everything in between. Permit fees collected cumulatively totaled \$4,729.00 plus \$300.00 for DEP drinking water surcharges.

Both the State Subsurface Wastewater and Internal Plumbing rules were rewritten with changes and significant fee increases in 2010, but the fee increases weren't effective until January 2011.

I have enjoyed working with all the plumbers who have done work in Woolwich, and thank you for your cooperation and help.

Once again, I encourage you to call me with any related plumbing questions or permit applications. I am available at the Town Office Tuesdays, 11:00 a.m.-4:00 p.m. and Thursdays, 9:00 a.m.-1:00 p.m., or by phone at your convenience—office 442-7094, x22, cell 350-5282.

Respectfully submitted,
BRUCE ENGERT
Local Plumbing Inspector
Town of Woolwich

Woolwich Fire Department

2010 was another busy year for us. We responded to 173 calls and issued 338 burn permits. Burn permits can be acquired free of charge at the town office during the week at normal business hours and at the fire department on Saturday and Sundays from 8 a.m. to 9 a.m. except on holidays.

Firefighters spent 1,021.5 hours in training and 1,319.5 hours responding to calls. We hired 3 new very dedicated firefighters, Donald and Jennifer Munsey and Nathan Dalton. We have also hired 2 junior firefighters into our department, Shaun Merrill and Brian Burgess. These young men have been a huge asset for the department and town. Our Junior Firefighter Program allows young men and women as young as 16 to join our team in educating our community, assisting those in need, and enjoying the brotherhood bond and taking pride in what we do and have. We offer a safe place to be and instill respect for others.

We are currently working with a group called Modern Woodmen. It's a group that meets at our station once a month usually the first Sunday. They make crafts, help with fund raisers and other activities to give them to organizations to say thank you. The group also teaches kids how to run their own meetings with Robert's Rules of Order and teaches respect for others. Kids of any age are welcome to come and join the fun.

If there is anyone interested in helping people in need and learning life saving skills, here is your invitation to come down to the fire department and get your application. There is a need for people in all departments: Fire, EMS, and the Fire Department Auxiliary. We have a task for everyone.

The Fire Department participates in town activities such as Fourth of July Fireworks, Woolwich Days, Haunted Halloween Hayride, Christmas Yule Sing and the Tree Lighting. The annual craft fair is also held at the fire station every year.

Our focus in 2011 is to educate homeowners in carbon monoxide poisoning and how to get out alive. Remember to change batteries in your smoke and carbon monoxide detectors every time you change the time on your clocks for daylight savings. Detectors should be cleaned annually and replaced every 7 years. You should have smoke detectors in every hallway next to a bedroom. If you have children, you should be practicing your fire escape plan and remember it's very important to have a meeting place. Once you're out, stay out.

The equipment is being maintained to a high standard for your safety

and ours. Please feel free to come down to the station and you can see the pride that we take in your equipment and the jobs we do.

We purchased an aluminum boat due to the miles of shoreline that we have. We are in the process of putting together a dive team. If there is anyone with the experience who is interested in joining, please stop by the fire station or call and leave a message.

We have applied for and received grants that covered the cost of four sets of firefighter turnout gear that equals \$8,000.00. We will continue to pursue future grants even on the federal level as long as they are available.

In the event of a power outage, when the power and telephone service is out for a long period of time, I want the citizens to know that we are here for you. The fire station is manned so that you can come down and get water and a hot shower and a smiling face. During storm outages, I ask that as soon as your power goes out, please call CMP and report the outage. This will help us and CMP get power back quickly and safely.

If there is anyone who would like to have their fields burnt in the spring, please contact the fire department @ 443-3589 to be added to our list. This is great training for us in all aspects such as command, communications, team building, apparatus placement and safety, etc.

It's an honor and a privilege to serve as your chief. I am proud to work with so many outstanding men and women on our department and throughout our community. As the community grows, we need to be neighborly especially when we lose power and telephone service. Let's all take the time to take care of what we have as a community and grow from it.

I would like for everyone to take a moment to remember those who gave their all on 9-11-2001 and for those who give every day.

In closing I would like to thank the citizens and the selectmen for providing the Woolwich Fire Department with some of the finest equipment to better serve you and for giving the municipal building a well deserved facelift. It is greatly appreciated and respected. Also I would like to thank the firefighters and officers for their countless hours and dedication. I can't thank you enough for everything that you do, but know that I do appreciate and respect every one of you. I would also like to thank EMS and the Fire Department's Auxiliary for all their support and everything that you do. Most of all I need to thank the families of all public service, it's because of your support and understanding that makes our job a little easier. A lot of our time is spent being away from our families in order to help others in need. BE SAFE!!

Respectfully submitted,
GEOFFREY McCARREN, Fire Chief

Road Commissioner's Report

Road & Bridge Account –

During the summer of 2010, the town was able to obtain a grant for improvements on Hedge Bridge Road, through the Androscoggin Valley Soil and Water Conservation District and with the assistance of the Bath Water District. The identified areas of erosion and improper drainage were adversely impacting the Nequasset Lake Watershed. The project consisted of ditching, ditchline stabilization, and elevating and reshaping the road. The total cost of the project was \$17,000.00, of which the Bath Water District contributed \$3,600.00 and the Town of Woolwich contributed \$3,000.00. Without this grant and the help of the Bath Water District, it would have been difficult to justify spending this amount of money when there are so many town roads that need addressing. I'd like to thank the Woolwich Selectboard, Bruce Engert - Woolwich CEO, Susan Gammon -Executive Director of the AVSWCD and Trevor Hunt - Superintendent of the Bath Water District. The application process for the grant took well over a year and I really appreciate everyone's assistance.

In an attempt to address areas prone to flooding during heavy rain events, the town replaced many large culvert pipes this past year. Roads included were Chopps Cross, East Hedge, Gray Corner, Milt Carlton, Mountain, Murphy's Corner, Old Stage and Weston.

Funds from this account are also used for various, regular maintenance items, which included, but were 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, etc.

Tar Account –

Funds from this account are used to purchase and install hot asphalt mix and reclaimed asphalt blend 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 September of 2010, the town resurfaced an approximately 1.8 mile portion of the Mountain Road.

Sign Account –

Funds from this account are used for the purchase, installation and maintenance of traffic and street name signs on town roads.

I am still very aware of the state of our economy and the ongoing challenge to afford what we have and need. I will continue to serve the town to the best of my ability, including spending our money wisely. Thank you for your ongoing support!

Please call me with any questions, concerns or comments, at 443-3932.

Respectfully submitted,
JACK A.
SHAW
Road Commissioner

Annual Report to the Towns of RSU1

Education continues to be a hot topic across the State and across the Nation. Questions around how we deliver it and how we pay for it pervade the media. This has certainly been the case for RSU1.

Once again, the school budget is the hot topic for this year's annual report. Our subsidy from the State has been reduced by over \$860K, yet our expenses are up. To just conduct "business as usual" we would need to see an increase to the budget of nearly 9% which, in turn, would mean nearly a 12% increase to the local contribution. This is a result of increased fuel costs, increased transportation costs, increased health care costs and contractual increases to salaries across the district. The board feels the district cannot bear the financial burden of maintaining current programs and services, so at the time of writing this we are looking scenarios of a 0%, 2%, and 3% increase to the local contribution.

RSU1 continues to cut costs and reduce expenses, where applicable. We have seen the per pupil costs go from \$10,230/ student to \$9,691/ student – one of the lowest \$/student cost in our region. Still, we expect this number to continue to go down as state revenues fall, at the expense of important programming and staff in the district.

The board has made efforts to reach out to the community regarding the budget process. A survey was sent out in February designed to get feedback about what was important in education. Also, a committee was set up to analyze what might be done in the district to either reduce expenses or create new streams of revenue to off-set the reduction in funding from the State. Known as the "Big Ideas" committee, concepts like year-round school, a four day school week, regional purchasing, grant writing and school reconfiguration were all considered. Unfortunately, none of these concepts could be implemented in time to affect this year's budget, but these conversations will continue in the future. This year RSU1 has received many grants which have allowed programs to function.

This year two of our original members of the RSU1 Board decided not to run for re-election. Charlie Durfee and Francie Tolan finished out their terms after two years of service to our RSU1 community, and many prior years on the Woolwich and Arrowsic school boards, respectively. Both were key to moving the district forward in a positive direction. Charlie will always hold the distinction of being the first Chair of the RSU1 Board, something which this community should be grateful for. We now welcome Robin Buczkowski, who ran unopposed in District 1 and Alan Walton, who

was elected as a write in candidate to represent District 6. In order for RSU1 to be vibrant and healthy we need citizens to participate in the process. We hope to see more involvement during election time in the future.

The district is in the process of searching for a new superintendent. At the December board meeting William Shuttleworth announced his resignation for June 30, 2011 due to personal reasons. We are grateful for his 7 years of service to the district. His effort and energy have been instrumental in the formation of the first RSU in the State.

In August the board and our local teachers' union, the SEA, finally settled a unified teacher's contract after 18+ months of work. It was very time consuming but accomplished in a thoughtful manner.

Morse High School has successfully completed their New England Association of Schools and Colleges (NEASC) accreditation process, and it is a credit to our staff, students and community that this went as successfully as it did. The report can be viewed at: <http://mhs.rsu1.org/>.

Morse also switched to a new schedule this year (referred to as the 4 by 4). Classes now meet everyday for one semester and then change to four new classes in the next semester. Some reasons for this new change: allow students to focus on fewer classes per semester, reduce some wasted time that was a result of study halls, and provide an opportunity for students who might be falling behind, to receive academic help within the same semester (as opposed to receiving that assistance the following year). Morse entered a student written play in the regional One Act play competition, and something the community should be proud of is the fact that Morse always encourages our students to be the play writer.

The Woolwich school project continues to move ahead on schedule. The transition from Woolwich to Huse went quite smoothly. The staff and students are getting adjusted to their new home in anticipation of the new school, which will be completed in 2012. Now that the warmer weather is here, we will see fast action on the project.

Bath Middle School students learn through expeditions, which are themed projects which engage all their subject areas, and makes learning more meaningful.

West Bath School is new to the Expeditionary Learning model, and four of the staff members presented some of their work to develop a program at West Bath School at a national conference and were very well received. For the first time, West Bath School had a team entering the state Odyssey of the Mind competition and they won first place in their division, which allows them to go to the World Finals after fundraising for their trip!

Fisher Mitchell School now is securing grant funding for a touch tank to engage students in their learning. They were borrowing the living creatures and see the need to continue this type of thrilling exposure for kids.

Dike-Newell School has a new program, through the Barbara Bush Literacy grant, to integrate literacy for families. It is impacting multigenerations of family learners. So far it is very successful and was recently highlighted in the Times Record. Dike-Newell School also has a well integrated guidance curriculum, which is working well for the young learners. Some topics covered are: What fills your bucket? – ways to feel good about yourself and help others feel good too; respecting differences; healthy ways to deal with feelings.

Phippsburg Elementary School allows interested musicians to be involved in Band starting in 4th grade. The Phippsburg School band can usually be seen in the July 4th parade. Many teachers there utilize technology in the students' learning. Accessing any of our school websites gives a view into many of our classrooms, through the links to each class or grade. Go to www.rsu1.org and click on schools, then the particular school you are interested in exploring.

Our Bath Regional Career and Technical Center has some new programs which are working well, and hopefully students completing these programs will fill the voids in our community for their skills.

The RSU1 Adult Education program continues to grow to offer the support for adult learners, whether they are working to finish their high school diploma, or learn a new skill or hobby.

The number of students involved in athletics is high with the options of organized school teams or intramural sports.

Despite the financial challenges our district faces, our staff continues to focus on the achievement of all students in our schools. The Board goal for 2010-2011 is to increase the percentage of students who are proficient in literacy and math by 10% as measured by local assessment and/or increase the percentage of students making a year's growth in literacy and math by 10% as measured by local assessment. We are developing initiatives for the remainder of 2011 and 2012 that will continue the work of developing and reviewing curriculum, increasing the graduation rate at the high school, providing meaningful educational opportunities for all students, and improving student performance at all levels.

Sincerely,

RSU1 Board of Directors
TIM HARKINS, Board Chair
JULIE RICE, Vice Chair
ROBIN BUCZKOWSKI
DAVID BARBER
CHET GARRISON
ALAN WALTON
BETSY VARIAN

Superintendent's Report

13 January 2011

Dear Friends,

The citizens of Woolwich can take great comfort in the seamless transition of their children into Huse School in Bath during the two years our new school is being built. It was no easy task moving everything and everybody, but with the steady spirit of our principal, Tom Soule, and the 'can-do' attitude of our staff, all is pretty much normal for the students at Huse.

The new school is coming along just fine. You will expect glitches, of course, but for the most part the project is on time, and the chief engineers are doing a terrific job. By summer, the community will see the steel framework going up quickly and this will give a clear visual of the outline of the school. I can only imagine the pride of the Woolwich community to know that they have the first new school constructed in RSU 1, a beautiful building that will serve generations of children.

Our schools are doing well. Despite the fact that we will be losing hundreds of thousands of dollars in federal stimulus moneys and continued decline in state subsidy, citizens can be sure that we are careful to balance the needs of our children with the ability of our taxpayers to pay the bill. The state is hurting, as you know, and we will be facing cuts in services, staff and programs if we are to keep the taxes within reason at the local level. We are very careful and thoughtful about all spending, and do all we can to reduce and economize.

We have many reasons to celebrate. We have strong academic performance, great arts programs and our athletic teams continue to be very competitive. Our teachers spend hundreds of hours working together to improve the instruction of each and every student and it shows. Woolwich Central School is a hub of intellectual curiosity and full of joy, creativity and a relentless focus on improving the educational attainment of every child. We always welcome visitors and hope you take time to volunteer or just come and see the good work that takes place in our school.

Sincerely,
WILLIAM C. SHUTTLEWORTH
Superintendent

Administrator's Report

Hello Citizens of Woolwich:

Town meeting is just around the corner and I hope that we have a good turn out again this year. Town Meeting is the purest form of government and your vote really does count. We are breaking with tradition this year. The meeting will not be held at the Woolwich Central School. Woolwich Central School as we have known it for many years, no longer exists. Hopefully we will be back to holding our town meetings at Woolwich School in the year 2013. This year **Town Meeting** will be held at **6:00 PM May 4th** at the **Nequasset Meeting House a/k/a Nequasset Church** which is across the road from the Town Office/Fire Station building. This is your opportunity as a tax payer of this town to have a say about how your tax dollars are going to be spent.

Again this year, the town is seeing a reduction in the amount of State Revenue Sharing and other funds that are received from the State of Maine. Therefore the Selectpeople have done the best they could to try and hold the line on this year's budget.

The good news is that we qualified for an Efficiency Maine grant in the amount of \$23,515.00 to replace the old heating system. We now have a very efficient propane boiler for the municipal building and propane fired infrared heaters in the fire station. We are also insulating and siding the municipal building, replacing doors and will be doing some insulating upstairs. We applied for a grant for the building envelope project but were denied any further grant monies. The project is being funded by monies that you, the taxpayers have been setting aside in a reserve account for many years. Thank you from the bottom of our hearts. The town employees and customers will be warm in the winter and cool in the summer.

At the time of submitting this report to the printers, I didn't have the total dollar value of the warrant articles so I am unable to make a comparison from last year to this year.

See you at Town meeting!!

Respectfully,
LYNETTE R. EASTMAN
Town Administrator/Treasurer

Town Clerk/Tax Collector's Report 2010

Vital Statistics Records

2009 = 34 Births / 2010 = 25 Births
2009 = 22 Marriages / 2010 = 18 Marriages
2009 = 20 Deaths / 2010 = 24 Deaths

Dog Licenses

Spayed/Neutered = 216
Non-Altered = 25
Kennel = 2

Shellfish Licenses

Resident Licenses = 6 (3 sold in 2009)
Non-Resident Commercial = 1 (1 sold in 2009)
Resident Recreational = 4 (0 sold in 2009)
Non-Resident Recreational = 0 (0 sold in 2009)

Voter Turn Out at Elections

November Referendum Election 2009 = 1,584 voters
June Primary and Special Referendum Election 2010 = 922 voters
New Voters = 131

Respectfully submitted by
MARTHA HAYWARD, Dep. Clerk
for Jeanne Bernard
Town Clerk/ Tax Collector 2010

Births - 01/01/2010 to 12/31/2010**There was a total of 25 Births**

Brunswick - 20 Damariscotta - 3 Lewiston - 1 Portland - 1

Deaths - 01/01/2010 to 12/31/2010**There was a total of 24 Deaths****IN MEMORY OF**

Robert David Allen	May 6, 2010
Rochelle I. Balot	July 15, 2010
Ross C. Barger	September 19, 2010
Donna Marie Booker	July 03, 2010
Delma M. Brooks	March 16, 2010
Hope Marie Coulombe	August 18, 2010
Dorothy J. Doyle	August 30, 2010
Priscilla Drake	September 30, 2010
Pamela J. Edgerly	March 21, 2010
Jeffrey Wayne Footer	January 4, 2010
George William Greenlaw	April 3, 2010
Shirley Ruth Helms	February 20, 2010
Susan Decker King	January 19, 2010
Mary T. Lipetz	May 23, 2010
Thomas J. Morse	March 8, 2010
Maureen Edna Murphy	March 25, 2010
Ronald Carmen Oulton	February 26, 2010
Rafael C. Papa	October 19, 2010
Alma I. Patterson	June 20, 2010
Guy Patterson Reed	July 2, 2010
Eveleth Irene Rice	April 19, 2010
Barbara Vickers Schafer	July 14, 2010
Eugene Harold Stanton	May 17, 2010
Katherine H. Zalznock	April 16, 2010

Marriages - 01/01/2010 to 12/31/2010**There was a total of 18 Marriages****MARRIED**

February 13, 2010

April 24, 2010

May 14, 2010

June 03, 2010

June 05, 2010

June 20, 2010

June 25, 2010

June 26, 2010

July 10, 2010

July 10, 2010

July 17, 2010

August 06, 2010

August 21, 2010

August 29, 2010

August 29, 2010

September 11, 2010

September 20, 2010

November 27, 2010

NAMES

Steven Ray Schutt & Angela Marie Bailey

Paul Richard Lenzycki & Amanda Jane Kelsey

James William Murphy & Tamara Renee Lush

Richard Alan Morrisette & Pamela Jo Wammes

Barry William Snow & Dianne Ella Burnham

Jason Robert Thibeault & Bethany Anne Kittle

John David Rush & Ann Marie Alexander

Todd Everett Bayha & Theresa Marie Bisson

Donald Bruce Allisot & Barbara Joan Johansen

Kenneth Douglas Rackliff & Jennie Julie Hall

Michael Brandon Hutchinson &

Natalie Marie Bernier

Christopher Allen Burns & Natasha Mae Johns

David James Cressey & Jessica Jean Guthro

Kenneth Charles Lawton & Brenda Holly Lane

Christopher Michael Glancy &

Lucinda Olive Colburn

Denis Gilbert Giard & Dawn Jean Zemla

Edmar Estrella Go & Brittany Ann Colby

Edward Austin Mcguire & Donna Marie Stoddard

Selectboard Chairman's Report

1-18-2010

As I write this, it is a cold and snowy day outside. I am in the Selectboard's office in the basement of the town hall, surrounded by past documents and town reports.

It's amazing how much things don't really change. We face the same challenges today that the town has dealt with for years.

The good news is that it's warm here in the town hall and I just checked the readout on our new furnace and it is only running at 26% of capacity. The old furnace averaged about 47 gallons of fuel a day. We should see significant savings when we finish all the improvements to the building.

The selectmen have a union to deal with now; our two employees in the front office have formed a union. We are trying our best to reach an agreement that is good for the employees and the town.

The selectboard meets the first and third Monday each month and we welcome you to attend as many meetings as you can.

Please don't hesitate to call any of us if you have any concerns that we can help with.

Finally I would like to thank my fellow board members and all the many volunteers that work to make Woolwich the great place it is

Respectively submitted,
DAVE KING SR.

2009/2010 Shellfish Warden's Report

Over the past year, your Shellfish Committee, Warden, Code Enforcement Officer and Department of Marine Resources have been hard at work. The combined efforts have eliminated several problems with waste disposal systems and confirmed the proper operation of others. If all goes well with our water quality scores we may see some of our clam flats opening up in 2011. Our water quality program is a continuing effort which ensures us clean water and healthy shellfish for all to enjoy. The town needs volunteers to become trained in and take these water samples. If you are interested, please contact your town office.

Prior to harvesting any shellfish in Woolwich, an individual must first obtain a shellfish license from the town office. At that time they should ask to look at the "Repeal and Promulgation Regulations" which will show all the clam-flats that are closed due to pollution, Rainfall (Maine Coast Flood), and Red Tide (Paralytic Shellfish Poisoning). For the most up to date status of any flat, visit the Maine Department of Marine Resources (DMR) Public Health Division Water Quality Program standard operation procedure. http://maine.gov/dmr/rm/public_health/shellfishgrowingarea.htm.

Also be aware that the town may have a conservation closure in effect on flats where seed clams are growing to maturity. Prior to digging, contact the town office by calling 442-7094 or the shellfish warden, Jon Hentz at 371-2732 for the most up to date information. Openings and closings are subject to change without warning. By following this procedure one can be absolutely sure the flats you intend to dig on are open. The warden makes every effort to post closure signs at the boat launch ramps in the surrounding towns and major points of access to some of the flats. However, never trust the absence of a sign. They can be, and in many cases are, vandalized or damaged. The only posting you can completely trust is the one located at the town office or the one on the DMR web 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.

Respectfully submitted,
JON L. HENTZ
Woolwich Municipal Shellfish
Conservation Warden

Woolwich Planning Board 2010-2011 Report

The Planning Board has seen a drop in the amount of work brought before it. This is probably attributed to the slow economy. The board reviewed and approved a number of subdivision revisions but no new subdivisions were submitted during this reporting period. We also reviewed and approved some site plan (business) revisions. The board worked with the Chewonki Foundation and their representatives on the removal of the Maine Yankee constructed Montsweag Brook dam. This project was completed last summer.

The Planning Board meets the first Monday of each month at 7:15 PM and the public is always welcome. We would like to thank the Selectboard, Town Administrative Assistant Lynette Eastman, Road Commissioner Jack Shaw, Fire Chief Geoff McCarren, and Codes Enforcement Officer Bruce Engert for their assistance and support during the year.

Respectfully submitted,
ALLEN J. GREENE
Planning Board Chairman

The Woolwich Historical Society

PO Box 98
Woolwich ME 04579

whs@gwi.net

February 2011

Friends

This comes with great thanks from the Woolwich Historical Society - for your continued support in the year(s) past and with the hope of it continuing in the year(s) ahead!

Financially - thanks to your support of our request at last year's Town meeting, plus funds raised at Woolwich Day, we were able to maintain the Museum building and keep it open 2 days each week in June, July and August. And the response of many of you to our Fall appeal - needing funds to use to republish the History of Woolwich Maine - A Town Remembered - made it possible to do just that! It was copied/scanned, page by page, at The Copy Shop and then bound (soft cover) at Lincoln County Publishing. And is available for sale at the Town Office for \$31.50. The Copy Shop made a donation toward this effort, which we really appreciate.

Last year, one major historic event in which we participated was the closing of Woolwich Central School. The building - and all events which happened there - have huge meaning to so many who live/have lived in Woolwich. The closing ceremonies were very special. And in another 2 years we will be making new memories in the new buildings currently under construction!

At our Annual Dinner last November, our Distinguished Service Award was presented to Herb Lilly & Dawn Lilly in appreciation for all they have done for the Town and for the Historical Society. A reminder that, when the Alewives start running in the spring, you really ought to make a trip to the fishway and check out the action! It is Woolwich's longest lasting industry.

How can you help the Society? As you do your spring cleaning, please set aside items which could be sold at the Woolwich Day Yard sale! We will start accepting them on Wed., July 6th - during our regular open hours. And then - ON Woolwich Day - come shopping!! Also, we plan to have the Museum open on Wed. from 10-2 and Sunday 12-4 again this year - subject to availability of staffing. If you would like to volunteer, please let me know!

THANK YOU for your interest and support! If you have questions or suggestions, please talk with any member of the Board. We appreciate you and invite you to visit the Museum this summer - and be involved in any way which works for you! We are Woolwich's history!

Joyfully!
DEBBIE LOCKE, President
443-5684/joyful@gwi.net

Kyle Beeton, Collette Coombs, Tammy Given (Treas.), Sherry Goodkowski, Amy Hennin, Allison Hepler (Sec.), Debbie Locke (Pres.), Todd McPhee (VP), Rebecca Roche, Vince Shatto, Jason Shaw

Memorial Committee Report

It is an honor to live in a community that has been willing to recognize its veterans by providing funding to rejuvenate the Memorial Park on Route One each year. The area, annually, has been cleaned of winter road debris, plantings trimmed as needed and mulch replaced to help erosion and contain moisture for plant growth. The area has been nicely mowed on a regular basis during the summer months which enhances the area as one travels through town.

Parking is available at the intersection of Miller Road and Route One and a very nice granite bench has been donated and placed so that one may sit for a time of reflection to read names of the townspeople who have served their country.

A thank you is extended to those people who have picked up litter in the tunnel that people felt needed to be discarded with disregard to the upkeep of the memorial site.

This year the committee is aware of the tight budgetary year and you will notice the request for funding is less than in the past. If everyone works together, this area will continue to be the show place for the Town.

Respectfully submitted,
Woolwich Memorial Committee

Local Health Officer's Report

The role of the LHO has not been a particularly busy one over the last year, which may be a good sign, or yet may be the fact that town's people are not availing themselves of this service.

As a reminder, there is a kiosk maintained at the town office that provides information about seasonal medical issues, and also information about local organizations that exist for providing information of problems of daily living and help in same.

I continue to be involved in the bimonthly Sagadahoc County LHO meeting and with the Sagadahoc Board of Health which keeps me abreast of the current health problems seen by my cohorts, and is always very informational.

Again, I encourage anyone in town that has not completed a File of Life form to do so. Doing so makes the aid provided by personnel during emergency conditions to be just that much more effective. And in passing, it's always a good thing to have a stache of extra food and medications available for those unpredictable emergency instances that always seem to be too frequent.

Respectfully submitted,
PAUL DUMDEY, LHO

A Note from your Animal Control Officer

The last spring, summer and fall was very busy with trapping STRAY cats and picking up dogs that were running loose. Most dogs do not have tags on them. Please get tags with your phone number on them. When your neighbors find your dog, either they or I can call you to come get them. Sunray Animal Clinic in Brunswick will make tags for you while you wait. The cost is about \$8.00 to \$12.00.

Please remember that this is a part time job for me. I will get back to you, but not always within an hour or two. I have a full time job that I'm at on Monday, Wednesday and Friday.

Respectfully submitted,
TERRY MacGREGOR, ACO

2010 Fish Commissioners Report

The Woolwich Fish Commissioners have had an active 2010 – monitoring the actions of the federal and state government organizations that are charged with improving the health of the Alewife population on the East Coast and maintaining the town Alewife fishing property at Nequasset.

The Atlantic States Marine Fisheries Commission and the Maine Department of Marine Resources are concerned with the condition of the Alewife population. Woolwich is supporting these agencies with sample collection of Alewife biological data to help them monitor the fisheries' health. The relationship between a healthy Alewife population and other marine fisheries is receiving increased attention nationally with a resulting closing of fisheries.

We experienced several winter blow downs along the shore that closed the access road just before the 2010 fishing season. These were removed in accordance with DEP requirements. A new bar gate was installed at the entrance to the access road to restrict vehicle traffic during the off season and to generally improve the appearance. We are in the planning stage to upgrade the Fish House roof while retaining the historical character.

The 2010 Woolwich fishing rights were awarded to Herbert Lilly, Jr. The year's harvest was 782 bushels, which is near the average over the past 20 years. The fish ways and buildings will be ready for the 2011 season.

Respectfully submitted,
Woolwich Fish Commissioners
BRUCE MC ELMAN
RAYMOND ROBSON, JR.
WILLIAM POTTER
JOHN CHAPMAN
STANLEY DAVIS

Recreation Committee Report

This year the Seventeenth Annual Woolwich Days were held on August 7th and 8th. Events included many crafters and artisans, the Woolwich Historical Society's book and yard sale, Bob Meade Classic 10K Road Race and Fun Run, water slide, bounce house, Eastman Entertainment and chicken barbecue. Winners of various events were: Jared Snell – the Bob Meade 10K Classic, Jack Ouimette – the Fun Run, Kim Parsons – the Women's Triathlon, and Cyrus Wilson – the Men's Olympics.

The annual Halloween event was held in October.

The eighteenth Annual Yule and Tree Lighting program was held on December 5. The program was dedicated to Hayden Temple, who lit the Town's Christmas tree. Those involved in the program included: Sharon Pyne, Doug Protsik, Lloyd Coombs, David King, The Gary Harvey Family, Geoff McCarren, Al Niese, Charity & Laney Schultz, Frank Hayward, Ann Pierson and special guest, Santa Claus. Following the program all enjoyed hot chocolate and cookies.

We are happy to report that we were able to continue annual event with the 7th and 8th graders from Woolwich Central School. Arrangements were made to bus the students to the Town Office where canned goods were delivered for the local food bank. Students and teachers were treated to hot chocolate and cookies. Thank you, Tom, for keeping this tradition alive.

Respectfully submitted,
TODD McPHEE
COLLETTE COOMBS
ALLISON HEPLER
EUNICE LEACH
ROBERT MEADE
ARLENE WHITNEY

Woolwich Junior Athletics

www.woolwichjrathletics.org

Woolwich Junior Athletics is a non-profit youth athletic group that runs 100% from volunteers to provide programs for local children ages 5-15. We provide team sports, athletic clinics, competitive teams, and fun, physical activities for local youth. We believe if we keep kids busy exercising and playing they are more likely to become strong, happy, healthy adults.

Our mission statement is: Woolwich Junior Athletics seeks to encourage the teaching of basic sport fundamentals, inner strength and courage, leadership and teamwork, responsibility and goal setting and above all, fun!

In our 2010-2011 sports season we ran a summer track team with 32 participants, and sent 17 to the Maine State Junior Olympics, 3 qualified for Nationals. We organized and taught tumbling clinics and currently are running four competitive cheerleading teams this program included 67 children. In 2010, we had a total of 203 participants in our programs!

In 2010, we proudly began our 6th year of sporting events. Our teams are filled with strong, happy athletes and our programs bring the community together for the benefit of our children.

Thanks to the generous donation from the Town of Woolwich, we are able to continue these programs and support our youth with positive, athletic activities.

Please let me know if you have any questions.

Thank you,
SHERRI SIMMONS
Director, Woolwich Junior Athletics

Cable TV Committee Report

During the past year the cable TV committee has continued all of last year's projects with a few additions. We operate the bulletin board system, which enables us to update and maintain the town notices quickly and efficiently, and we run special programming or gospel music performances from past services at the 1st Baptist Church of Woolwich on Saturdays.

Our series called "Crafters of Woolwich" which profiles local arts and crafts businesses and "Reflections of Woolwich", a series in which long time residents reminisce about the early years of the town, continue to be run and we add new subjects as the opportunity arises. Copies of these programs are provided free of charge to the Woolwich Historical Society for their library and may be checked out from them by town residents. We also tape and replay special events such as Woolwich Days, the annual Christmas Tree Lighting, Town Meetings, the Memorial Day remembrance in Bath (organized by Jack Albis), and other official ceremonies and interviews of candidates for local public office when requested. In addition, we run two public service programs, the "Learning Tree" on Fridays and a locally produced program called "Community Connections" which offers advice to seniors. All programming is shown at 12 noon, 4 PM and 7 PM.

We continue to post public information notices free of charge on the bulletin board along with official town notices and we provide weather forecasts from NOAA radio continuously. We also make copies of our shows available to any resident who requests them on DVD or videotape free of charge.

Because the service we provide is the legal responsibility of the Cable TV franchise holder, they fund our activities fully and we operate at no cost to the Woolwich taxpayer.

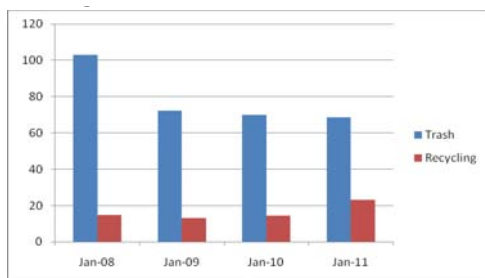
Very truly yours,
ROGER BAFFER,
Chair

Solid Waste and Recycling Committee

Dear Woolwich Residents,

At Town Meeting last year, May 5, 2010, voters approved removing the recycling center at the Town Office and replacing it with curbside pickup. We are happy to report that after six months of implementing the curbside recycling program, your efforts are beginning to take shape! As I write this, the January 2011 tonnage figures are the best we have seen in years! We sent 68.48 tons of trash (Municipal Solid Waste) to the landfill and recycled an additional 23.28 tons!

That is the good news!



	(MSW) Tons Municipal Solid Waste	Tons Recycling
January		
2008	103.12	14.92
2009	72.39	13.00
2010	69.81	14.36
2011	68.48	23.28

The not-so-good news is we still have a long way to go... as you can see by the chart above, the trash numbers need to come down and recycling needs to go up!! In Bath, recycling efforts managed to reduce waste pick up by almost 50%, Woolwich should be able to do this as well without imposing a pay-per-bag fee!!

Every time you make a decision to throw something away it affects all of us in how much money Woolwich has to pay to haul it away for you!

How can you help?

Talk to your neighbor if you notice they aren't setting out recycling. Ask them if they know about it. Some people may not be aware of the program. The Committee spent many months working to inform residents last year, but we may not have reached everyone, especially renters.

By talking to your neighbors, you are helping your community make positive changes in our solid waste and recycling system and also helping to reduce costs.

Did You Know:

Food waste accounts for a large part of the weight of our municipal solid waste, for which we are charged \$83.20 per ton!

The City of Bath has a compost bin sale (at a reduced rate) every spring and Woolwich residents are always welcome to participate. They are accepting orders until April 29. For more information call the Bath Landfill at 443-8356.

Saturday, May 14 is Household Hazardous Waste Collection Day at the Bath Public Works Garage on Grove Street from 9 a.m. to 1 p.m. **Pre-registration is required by calling 443-8357.**

All this and much more information can be found on www.woolwich.us. This site will be updated with current solid waste and recycling data as it becomes available.

Submitted by,
TERRY HANNA
Woolwich Solid Waste and
Recycling Committee member

Report for 2010 Bath Water District

Nequasset Lake Trail System

The District continues an effort to develop a trail system in the Nequasset Lake watershed and on Bath Water District property. This combined effort will use voluntary resources in conjunction with the District's forest management plan as well as coordination with other agencies to include the Kennebec Estuary Land Trust. The Bath Water District takes the position for its properties to "use but don't abuse".

The Water District keeps upgrading and improving its computer mapping system. The system allows the district to print maps and gives employees in the field computer access to topographic maps of the distribution system in Bath and Woolwich. In addition, the mapping system will allow detailed maps of the watershed including District's property to help show future trail systems, property boundaries forestry projects.

Meetings with the Select Board

The Woolwich trustee to the Bath Water District met quarterly with the Select Board to update the Selectmen on activities of the district and take back to the District trustees any concerns and issues of the Selectmen and town. The selectmen were advised as to the special projects being undertaken through out the District. The district continues the work with the town to update and expand water systems in the town. I coordinated with the Fire Chief and the District regarding cleaning snow from fire hydrants in the town. The District takes the position that clearing of snow from fire hydrants is primarily the responsibility of the fire district but the Bath Water District will assist when possible.

Update on Nequasset Lake data

The map showing the depths of Nequasset Lake is posted on the towns Web site. This map can be enlarged and down loaded. The weather data is also available at the town boat launch or from the District and is updated periodically. The ice out date of March 14, 2010 was early this year as it usually occurs in April.

Forest Projects

Tom Hoerth is working on a forest management plan for water district property in the Nequasset Lake watershed and district property on Bath Road. I attended a Watershed Management Seminar in September that went over the issues of public water systems location in urban areas.

Nequasset Stakeholders Committee

A wood cutting and harvesting of dead wood was stopped on the north end of Nequasset Lake on District property. Continued the buffer planting project between the lake and the water treatment building. The buffer is designed to prevent run off into the lake from the treatment plant and parking lot by using natural vegetations.

Erosion control projects

The District partnered with the town on a significant watershed erosion project on Hedge Bridge Road at the Nequasset Brook crossing. Work continued on erosion projects and overseeing existing erosion control projects in the watershed around the Nequasset Lake.

The Water Districts continued coordination with the school district's new school

The Water District working closely with the school district and the contractor on the construction project. This included relocation of the service road, the District's water treatment sign and water service for the new school along Nequasset Road. The District provided review and comments as well as construction inspection for the project.

Respectfully submitted,
MICHAEL SINTON
Trustee to the Bath Water District
from Woolwich

Patten Free Library 2010 Annual Report

Adult Programs - In January and February, the 6th Annual Town History Series, dedicated to Roy Lawrence, the Series' first presenter in 2005, had crowds of over 80 people for each of the six excellent presentations from all six towns that we serve. This year's Community Read was Glory in the Name by local author James Nelson. A monthly film series ran from October to June.

Children's Programs - The Children's Room offers programming for ages 6 months up through sixth grade. We have infant and preschool story times, a knitting circle, chess club, school vacation events, and a special themed Summer Reading program. The Library also had many special children's programs including book clubs, PAWS for Reading, and a Dr. Seuss Birthday event.

Technology - The Patten Free Library gives patrons free Internet and WiFi access. We are pleased to offer the use of 10 public access computers in the Reference area; 2 public access computers in the Children's Room; and 2 circulating laptops. Recently, we increased our Internet connectivity by upgrading from 2 T-1 lines (4.5 Mbps) to 10 Mbps.

Fundraising- Forty percent of our operating budget is funded by the partnership with the Town of Woolwich and five other communities. We appreciate your support! The other 60% is raised by the library, including \$60,000 from gifts to the Annual Fund, Saturday Club sponsorship, the Library Bookstore, and other activities.

LESLEY DOLINGER

Director

The Year in Review by Numbers:

163,303 people visited the Library
155,988 items were borrowed
60,479 items are in the collection
24,536 interlibrary loans were processed
18,670 public computer sessions
9,512 people have library cards
1,281 new library cards were issued
5,991 reference questions were answered
5,257 people attended 290 children's programs



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

Independent Auditors' Report

Board of Selectmen
Town of Woolwich

We have audited the accompanying general purpose financial statements of the Town of Woolwich, as of and for the years ended June 30, 2010 and 2009, which collectively comprise the Town's basic financial statements. These financial statements are the responsibility of the Town of Woolwich's management. 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Town of Woolwich as of June 30, 2010 and 2009, and the respective changes in financial position and cash flows, for the years then ended in conformity with accounting principles generally accepted in the United States of America.

The *Management's Discussion and Analysis* and budgetary comparison information on Schedule A-1 are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

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, combining and individual nonmajor fund financial statements, and statistical tables 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 have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole. The introductory section and statistical tables have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on them.

WILLIAM H. BREWER

September 20, 2010

**TOWN OF WOOLWICH
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
FISCAL YEAR JULY 1, 2009 THROUGH JUNE 30, 2010**

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, 2009 through June 30, 2010. This is the Town of Woolwich's seventh 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 \$3,366,394.
2. The Town's total ending fund balance for all governmental funds combined was \$2,005,839 on June 30, 2010.
3. The Undesignated Unreserved Fund Balance (Surplus) is \$1,440,817 on June 30, 2010. This is an increase of \$81,226 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 assets* presents information on all of the Town of Woolwich's assets and liabilities, with the difference between the two reported as *net assets*. Over time, increases or decreases in net assets 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-12.

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 Assets. As stated earlier, net assets 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 governmental funds is to provide information on fiscal activity and balances of available resources.

The *general fund* balance started at \$1,359,591 on July 1st, unexpended funds lapsing to surplus totaled \$751,867. Town meetings withdrawal of \$680,000 and a decrease in deferred tax revenue of \$9,359 increased surplus to leave a balance of \$1,440,817 at June 30, 2010.

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 2010 to consider and review the budget for fiscal year 2011. 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 on the first Wednesday in May. Town Meeting approved the proposed budget that was presented by the Board of Selectmen for fiscal year 2011.

Budgets and Budgetary Accounting. The following is a comparison of the actual expenditures for 2005-2010:

	2005	2006	2007	2008	2009	2010	2010
	Actual	Actual	Actual	Actual	Actual	Budget	Actual
Office Help		9,008	9,453	3,006	2,930	5,000	2,711
Compensatory Time	2,600	1,130	1,470	1,143		2,400	
Town Officers	30,972	25,299	24,509	31,351	37,849	37,880	37,066
Tax Collector/Clerk	33,280	32,341	33,083	32,056	35,097	35,624	34,034
Town Administrator	32,435	37,435	38,183	39,328	40,508	41,724	41,724
Clerical Assistant	21,146	25,900	24,815	16,390	16,865	22,464	21,536
Codes Officer	17,380	36,036	38,280	33,885	20,800	21,424	21,424
Health Insurance	18,607	20,476	24,282	13,831	7,928	8,600	7,058
Social Security	17,709	15,610	17,724	15,375	15,218	17,000	15,689
Workers Comp.	7,253	7,383	7,368	5,841	1,942	6,799	6,196
Unemployment Comp.	650	2,191	1,757	334	444	1,000	336
Auditor	6,000	8,000	8,000	8,200	8,600	8,600	8,600
Town Report	4,188	4,314	9,313	3,050	2,895	4,105	3,020
Contingency Fund	8,140	6,620	5,444	4,309	2,754	9,000	3,488
Air Boat Insurance	2,500	2,500	1,074				
Insurance	14,237	12,394	13,800	13,939	15,337	16,900	16,165
Litigation	11,321	2,967	1,844	3,421	20,044	10,000	5,010
Board of Appeals	61					100	
Conservation Comm.	1,990	1,742	324	273	467	936	395
Comprehensive Plan		73	354		13,226	4,538	
Planning Board	733	743	429	795	1,032	3,823	1,132
Old Town House		15	500		2,675	4,520	4,520
Plant Operations	20,271	29,326	33,089	32,766	45,357	48,965	33,304
Municipal Build Fund		23,640	12,471	7,420	24,450	7,420	214
Maine Municip. Assn.	3,043	3,119	3,119	3,119	3,275	3,357	3,357
Assessing Agent	16,800	16,800	17,350	17,950	18,780	18,780	18,780
Office Operations	47,066	27,427	32,745	27,766	35,404	35,912	32,294
Computer Replace	500	500	500	500	500	500	496
Property Tax Maps	850				3,000	2,000	2,000
Cable TV Committee	171		3,410		1,200	3,382	130
Historic Preservation	1,200	1,200		1,400	1,400	1,400	1,400
Tax Equalization	138,083	23,417					
MidCoast Bus. Devel.	4,215	4,215	4,215	4,215	4,215		
County Tax	409,466	462,163	686,314	553,324	565,561	597,382	597,382
Roads & Bridges	62,249	62,166	57,468	70,125	68,831	72,402	58,103
Snow Removal	207,579	297,500	316,860	332,835	352,375	371,721	368,711
Tar Account	170,233	129,443	166,480	141,713	161,061	150,219	146,144

	2005 Actual	2006 Actual	2007 Actual	2008 Actual	2009 Actual	2010 Budget	2010 Actual
Street Signs	528	2,116	1,332	3,128	1,134	2,008	2,008
Generator	3,370	2,300	2,300	3,828		4,000	498
Fire Hose/Tower	6,773	440	967			239	
Animal Control	10,881	5,927	5,764	6,134	4,728	6,400	4,862
Health Officer Cont	537	472	1,846	1,500	100	1,700	1,300
Emergency Management		6,445	8,079	69			
Fire Department	67,979	62,103	73,157	76,086	76,548	78,281	78,022
Fire Dept Innocul.	590	1,000	193	1,158	3,671	2,500	2,452
Dry Hydrants					2,400	4,237	1,000
Hydrants	18,307	20,164	20,411	24,495	24,495	24,500	24,495
Fire Dept Grants		71,772	18,000				
Fire Dept Hose		1,187	1,074	1,546	1,446	1,500	1,500
Street Lights	3,304	3,667	3,833	4,020	3,742	5,271	3,573
E911	33				8	272	39
Fire Clothing	5,500	5,453	5,117	3,433	6,000	6,000	5,981
Air Packs	4,200	526	1,695	1,531		1,500	
Vehicle Replace		20,136	34,600	25,000	25,000	25,000	25,000
Fire Dept Computer	804	87	421	800	128	800	800
Fire Dept Gift		996					
Ambulance	38,817	3,500	3,500		5,000	2,570	2,500
Septic Systems							
Solid Waste	136,608	192,351	171,417	176,805	202,713	221,798	209,022
Sanitary Landfill	11,025	7,271	9,571	5,690	8,440	10,075	10,075
General Assistance	4,646	1,677	2,290	761	1,916	11,916	3,236
Fishway			12				
First Responders	32,918	27,747	15,860	18,724	24,070	23,613	750
Patten Free Lib.	31,753	40,043	41,392	42,431	43,696	43,696	43,696
Right of Way Grant							
Miscel. Donations	15,965	17,365	18,450	17,250	25,090	25,090	25,090
Cemeteries	750	780	431				
Nequasset Church	211	2,324	1,841		2,880	4,800	313
Shellfish	3,826	4,650	3,900		3,571	2,304	1,334
Nequasset Trail Brk	400	400	400	400	400	400	400
Recreation Comm.	3,210	1,914	17,196	3,521	2,478	11,971	4,340
Animal Shelter	3,232	3,232	3,465	3,232	3,372	3,560	3,049
Veterans Monument	27	1,584	2,370	1,978	2,865	2,500	250
Town Clock				3,128			

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

2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10
14.10	14.65	16.80	10.35	10.90	12.05	11.65	11.55

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.

	<u>2008</u>	<u>2009</u>	<u>2010</u>
1. Municipal Buildings Reserve	26,227	9,722	242,309
2. Fire Truck Reserve	31,511	57,391	82,814
3. School Reserve	78,892	81,761	0
4. Old Town House	10,319	8,835	4,907
5. Septic Reserve	13,832	14,216	14,377
6. Generator Reserve	6,393	7,352	8,228
7. Computer System	1,392	1,938	1,966

Long Term Debt: The Town of Woolwich's long-term debt outstanding at fiscal year end totals \$100,816, a decrease of \$57,866 from fiscal year 2009. 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. As of July 1, 2008 the town divested itself of the School debt due to the creation of the new Maine Regional School Unit #1. The RSU assumed the debt of all former School Union 47 towns that joined the RSU.

Currently Known Facts and Information. At the May 5, 2010 town meeting, voters approved to combine the Municipal Building Reserve account, the former School Reserve Account and the \$150,000.00 reimbursement of start up costs from RSU#1 into one Municipal Buildings Reserve Account. This account totaled \$242,309.00 at the close of the fiscal year. It is the intent of the Woolwich Selectboard to retrofit the Municipal Building to make it more energy efficient. The Town has applied for and expects to receive Midcoast Regional Weatherization and Energy Efficiency Initiative grant monies that will partially fund the job. The retrofit expects to be accomplished before the end of the 2011 fiscal year. The Municipal Buildings Reserve funds will also be used to repair and paint the Nequasset Meeting House (Nequasset Church) as well as repairs to the building and install a new heating system at the Woolwich Fire Department's North Station.

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,
Lynette Eastman, Town Administrator

TOWN OF WOOLWICH Exhibit A
STATEMENTS OF NET ASSETS
FOR THE YEARS ENDED JUNE 30, 2010 AND 2009

	<u>GOVERNMENTAL ACTIVITIES</u>	
	2010	2009
	<u>TOTAL</u>	<u>TOTAL</u>
ASSETS		
CURRENT ASSETS:		
Cash (Note B)	\$1,586,594.06	\$1,449,490.52
Accounts Receivable (Note C)	21,613.75	22,810.02
Taxes Receivable	211,577.07	247,007.08
Tax Liens	64,472.06	53,180.49
Investments (Note B)	306,295.90	295,344.86
Prepaid Expenses	1,400.00	2,066.66
Due From Other Funds	25,800.00	36,900.31
Total Current Assets	<u>\$2,217,752.84</u>	<u>\$2,106,799.94</u>
PROPERTY, PLANT, AND EQUIPMENT (NOTE J):		
Land and Improvements	\$220,248.00	\$220,248.00
Buildings	455,647.00	455,647.00
Equipment	920,620.81	884,767.00
Infrastructure	2,913,644.72	2,792,387.00
Total Property, Plant, and Equipment	<u>\$4,510,160.53</u>	<u>\$4,353,049.00</u>
Less: Accumulated Depreciation	<u>3,048,789.00</u>	<u>2,873,905.00</u>
Net Property, Plant, and Equipment	<u>\$1,461,371.53</u>	<u>\$1,479,144.00</u>
Total Assets	<u><u>\$3,679,124.37</u></u>	<u><u>\$3,585,943.94</u></u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES:		
Notes Payable (Note D)	\$32,491.77	\$27,534.39
Accounts Payable - Trade	7,551.98	4,773.91
Due To Other Funds	25,800.00	36,900.31
Deferred Tax Revenue (Note H)	174,363.12	183,722.57
Deferred Revenue (Note G)	4,198.95	5,614.67
Total Current Liabilities	<u>\$244,405.82</u>	<u>\$258,545.85</u>
LONG-TERM LIABILITIES:		
Notes Payable - Net of Current Portion (Note D)	68,324.21	100,979.40
Total Liabilities	<u>\$312,730.03</u>	<u>\$359,525.25</u>
NET ASSETS:		
Invested in Capital Assets, Net of Related Debt	\$1,360,555.55	\$1,350,630.21
Restricted for:		
Capital Projects	354,600.85	181,216.28
Other Purposes	210,420.64	334,981.24
Unrestricted	1,440,817.30	1,359,590.96
Total Net Assets	<u>\$3,366,394.34</u>	<u>\$3,226,418.69</u>
Total Liabilities and Net Assets	<u><u>\$3,679,124.37</u></u>	<u><u>\$3,585,943.94</u></u>

The accompanying notes are an integral part of the financial statements

Exhibit B

TOWN OF WOOLWICH
STATEMENTS OF ACTIVITIES FOR THE YEARS ENDED JUNE 30, 2010 AND 2009

FUNCTIONS/PROGRAMS	PROGRAM REVENUES		OPERATING GRANTS & CONTRIBUTIONS		NET (EXPENSE) REVENUE AND CHANGE IN NET ASSETS	
	EXPENSES	CHARGES FOR SERVICES			2010 TOTAL	2009 TOTAL
Primary Government:						
Governmental Activities:						
General Government	340,336.71	111,697.39	36,787.01	(191,852.31)	(144,392.66)	(144,392.66)
Health and Welfare	276,925.63	9,970.02		(266,955.61)	(240,194.69)	(240,194.69)
Highways and Bridges	534,458.83	1,701.23	69,520.20	(463,237.40)	(440,667.91)	(440,667.91)
Education	2,681,557.50			(2,681,557.50)	(2,703,969.76)	(2,703,969.76)
County Tax Assessment	597,382.00			(597,382.00)	(565,561.00)	(565,561.00)
Public Safety	167,663.54	2,044.00	2,000.00	(163,619.54)	(191,666.26)	(191,666.26)
Unclassified	87,669.67	9,763.90		(77,905.77)	(89,199.09)	(89,199.09)
Fire Truck Interest Expense	9,511.56			(9,511.56)		
Total Governmental Activities	4,695,505.44	135,176.54	108,307.21	(4,452,021.69)	(4,375,651.37)	
General Revenues:						
Property Taxes				3,755,578.70	3,727,472.82	
Homestead Reimbursement				53,716.00	54,967.00	
Excise Taxes				522,105.16	491,807.53	
Intergovernmental				214,423.09	206,621.65	
Interest and Investment Earnings				46,174.39	51,852.03	
Gain on Sale of Asset					150.00	
Total General Revenues				4,591,997.34	4,532,871.03	
Changes in Net Assets				139,975.65	157,219.66	
Less: Assets Transferred to RSU #1						(939,515.38)
Net of Related Debt (Note M)					3,226,418.69	4,008,714.41
Net Assets, July 1					3,366,394.34	3,226,418.69
Net Assets, June 30						

Exhibit C

TOWN OF WOOLWICH
RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCE
TO NET ASSETS OF GOVERNMENTAL ACTIVITIES
FOR THE YEARS ENDED JUNE 30, 2010 AND 2009

	2010	2009
GOVERNMENTAL FUND BALANCES:		
Unrestricted (Schedule A-3)	1,440,817.30	1,359,590.96
Restricted:		
Capital Projects (Schedule A-13)	354,600.85	181,216.28
Other (Schedule A-4)	210,420.64	334,981.24
Total Governmental Fund Balances (Exh. E)	2,005,838.79	1,875,788.48

Amounts reported for governmental activities in the
Statements of Net Assets are different because:

Capital assets used in governmental activities
are not financial resources and therefore are
not reported in the funds

1,461,371.53	1,479,144.00
--------------	--------------

Notes payable are not due and payable in the
current period and therefore are not reported
in the funds

(100,815.98)	(128,513.79)
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Net Assets of Governmental Activities (Exh. A)	<u>3,366,394.34</u>	<u>3,226,418.69</u>
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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, 2010 AND 2009**

	<u>2010</u>	<u>2009</u>
Net Change in Fund Balances -		
Total Governmental Funds (Exhibit F)	130,050.31	138,186.18
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).		
	(17,772.47)	14,649.00
Repayment of debt is an expenditure in the governmental funds, but the repayment reduces liabilities in the Statements of Net Assets.		
	<u>27,697.81</u>	<u>4,384.48</u>
Changes in Net Assets of Governmental Activities	<u>139,975.65</u>	<u>157,219.66</u>

The accompanying notes are an integral part of the financial statements

Exhibit E

TOWN OF WOOLWICH
BALANCE SHEETS - GOVERNMENTAL FUNDS
JUNE 30, 2010 AND 2009

	<u>GOVERNMENTAL FUND TYPES</u>		2010	2009
	<u>GENERAL</u>	<u>CAPITAL PROJECTS</u>	<u>TOTAL</u>	<u>TOTAL</u>
ASSETS:				
Cash (Note B)	1,257,793.21	328,800.85	1,586,594.06	1,449,490.52
Taxes Receivable	211,577.07		211,577.07	247,007.08
Tax Liens	64,472.06		64,472.06	53,180.49
Accounts Receivable (Note C)	21,613.75		21,613.75	22,810.02
Due From				
Other Funds (Note J)		25,800.00	25,800.00	36,900.31
Investments (Note B)	306,295.90		306,295.90	295,344.86
Prepaid Expense	1,400.00		1,400.00	2,066.66
Total Assets	<u>1,863,151.99</u>	<u>354,600.85</u>	<u>2,217,752.84</u>	<u>2,106,799.94</u>
LIABILITIES, RESERVES, AND FUND EQUITY:				
Liabilities:				
Accounts Payable	7,551.98	-	7,551.98	4,773.91
Due To Other Funds	25,800.00		25,800.00	36,900.31
Total Liabilities	<u>33,351.98</u>	<u>-</u>	<u>33,351.98</u>	<u>41,674.22</u>
Reserves:				
Deferred Revenue (Note G)	4,198.95	-	4,198.95	5,614.67
Deferred Tax Rev. (Note H)	174,363.12		174,363.12	183,722.57
Total Reserves	<u>178,562.07</u>	<u>-</u>	<u>178,562.07</u>	<u>189,337.24</u>
Fund Equity:				
Reserve for Capital Projects	-	354,600.85	354,600.85	181,216.28
Designated for				
Subsequent Years'	210,420.64		210,420.64	
Expenditure (Note F)	1,440,817.30		1,440,817.30	334,981.24
Undesignated				1,359,590.96
Total Fund Equity	<u>1,651,237.94</u>	<u>354,600.85</u>	<u>2,005,838.79</u>	<u>1,875,788.48</u>
Total Liabilities, Reserves,				
and Fund Equity	<u>1,863,151.99</u>	<u>354,600.85</u>	<u>2,217,752.84</u>	<u>2,106,799.94</u>

The accompanying notes are an integral part of the financial statements

TOWN OF WOOLWICH
STATEMENTS OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
FOR THE YEARS ENDED JUNE 30, 2010 AND 2009
GOVERNMENTAL FUNDS

Exhibit F

	GENERAL	CAPITAL PROJECTS	2010 TOTAL	2009 TOTAL
REVENUES:				
Intergovernmental Revenue	142,328.09	-	142,328.09	206,621.65
Homestead Reimbursement	53,716.00		53,716.00	54,967.00
Property Taxes	3,755,578.70		3,755,578.70	3,727,472.82
Excise Tax	522,105.16		522,105.16	491,807.53
General Government	220,579.40		220,579.40	234,795.58
Protection	4,044.00		4,044.00	5,251.96
Health and Welfare	9,970.02		9,970.02	6,316.92
Interest	44,569.87	1,604.52	46,174.39	51,852.03
Highways and Bridges	71,221.43		71,221.43	82,454.45
Unclassified	9,763.90		9,763.90	8,260.08
Total Revenues	4,833,876.57	1,604.52	4,835,481.09	4,869,800.02
EXPENDITURES:				
Education	2,681,557.50	-	2,681,557.50	2,703,969.76
General Government	322,134.81		322,134.81	393,705.17
Highways and Bridges	574,965.55		574,965.55	598,398.36
Protection	124,106.35		124,106.35	122,585.70
Health and Welfare	276,925.63		276,925.63	246,511.61
Unclassified	87,669.67		87,669.67	97,059.17
Special Assessments	597,382.00		597,382.00	565,561.00
Interest	3,479.90		3,479.90	3,823.07
Fire Truck Loan	37,209.37		37,209.37	
Total Expenditures	4,705,430.78	-	4,705,430.78	4,731,613.84
Excess of Revenues				
Over Expenditures	128,445.79	1,604.52	130,050.31	138,186.18
OTHER FINANCING SOURCES (USES):				
Operating Transfers - In	4,019.95	258,205.86	-	59,960.31
Operating Transfers - Out	(175,800.00)	(86,425.81)		(59,960.31)
Total Other Financing				
Sources (Uses)	(171,780.05)	171,780.05	-	-
Excess of Revenues and Other				
Sources Over Expenditures				
and Other Uses	(43,334.26)	173,384.57	130,050.31	138,186.18
Fund Balance, July 1	1,694,572.20	181,216.28	1,875,788.48	1,737,602.30
Fund Balance, June 30	1,651,237.94	354,600.85	2,005,838.79	1,875,788.48

The accompanying notes are an integral part of the financial statements

Exhibit G

TOWN OF WOOLWICH
STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN FUND
BALANCE - FIDUCIARY FUND TYPE - NONEXPENDABLE TRUST
FUNDS - CEMETERY TRUST FUNDS
FOR THE YEARS ENDED JUNE 30, 2010 AND 2009

	2010	2009
REVENUES:		
Interest	116.83	270.45
EXPENSE:		
Cemetery Maintenance	156.69	297.92
Transfer to Bailey Cemetery Association	638.68	
Net Loss	(678.54)	(27.47)
Fund Balance, July 1	13,289.90	13,317.37
Fund Balance, June 30	12,611.36	13,289.90

Exhibit H

STATEMENTS OF CASH FLOWS
FIDUCIARY FUND TYPE - NONEXPENDABLE TRUST FUNDS
CEMETERY TRUST FUNDS
FOR THE YEARS ENDED JUNE 30, 2010 AND 2009

	2010	2009
CASH FLOWS FROM OPERATING ACTIVITIES:		
Interest Income	116.83	270.45
Withdrawals	(795.37)	(297.92)
Cash Flows Used in Operating Activities	(678.54)	(27.47)
Decrease in Cash	(678.54)	(27.47)
Cash Balance, July 1	13,289.90	13,317.37
Cash Balance, June 30	12,611.36	13,289.90

The accompanying notes are an integral part of the financial statements

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2010

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 was incorporated in 1759. The Town operates under a town meeting form of government.

In evaluating the Town of Woolwich as a reporting entity, management has addressed all potential component units. The primary criteria for including a component reporting entity are the exercise of financial accountability by the Town of Woolwich's municipal officials.

The Town's financial statements are prepared in accordance with accounting principles generally accepted in the United States of America. 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) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements. The more significant accounting policies established in GAAP are used by the Town as discussed below.

In June 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*. Certain significant changes in the Statement include the following:

1.) The financial statements now include:

- A Management's Discussion and Analysis (MD&A) section providing an analysis of the Town's overall financial position and results of operations.
- Financial statements prepared using full accrual accounting for all of the Town's activities, including infrastructure (roads, bridges, etc.).

2.) A change in the fund financial statements to focus on the major funds.

These and other changes are reflected in the accompanying financial statements (including notes to 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 Assets, 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 assets are reported in

three parts – invested in capital assets, net of related debt; restricted net assets; and unrestricted net assets. The Town first utilizes restricted resources to finance qualifying activities.

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 assets 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. 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 assets and changes in net assets and are reported using accounting principles similar to proprietary funds.

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.

3. Proprietary Fund:

The Proprietary Fund is the fund used to account for all financial resources relating to the school nutrition program. The generally accepted accounting principles applicable are those similar to business in the private sector.

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 agent. 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 Section 5711 through 5717 MRSA.

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

GASB No. 34 requires the Town to report and depreciate new infrastructure assets effective with the beginning of the current year. Infrastructure assets include roads, bridges, traffic signals, etc.

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. Inventory costs are reported in the period when inventory items are used, rather than in the period purchased.

f. 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.

g. 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.

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.

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).

ACCOUNT TYPE	CARRYING AMOUNT	BANK BALANCE	CATEGORY		
			#1	#2	#3
Interest Bearing					
Accounts	\$1,558,780.42	\$1,562,110.75	\$378,490.27	\$1,183,620.48	\$ –
Non-Interest					
Bearing Accounts	40,000.00	40,000.00		40,000.00	
	<u>\$1,598,780.42</u>	<u>\$1,602,110.75</u>	<u>\$378,490.27</u>	<u>\$1,223,620.48</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.

INVESTMENT TYPE	CARRYING AMOUNT	FAIR VALUE	CATEGORY		
			#1	#2	#3
Money Market	\$35,243.77	\$35,243.77	\$ –	\$35,243.77	\$ –
Treasury Bonds	271,052.13	275,359.65		275,359.65	
	<u>\$306,295.90</u>	<u>\$310,603.42</u>	<u>\$ –</u>	<u>\$310,603.42</u>	<u>\$ –</u>

NOTE C - ACCOUNTS RECEIVABLE:

Accounts Receivable consists of the following:

State Revenue Sharing	\$19,874.52
State GA	38.00
FEMA	<u>1,701.23</u>
	<u>\$21,613.75</u>

NOTE D - LONG-TERM DEBT:

The following is a summary of note transactions for the Town for the year ended June 30, 2010:

	PRINCIPAL BALANCE			PRINCIPAL BALANCE
	JULY 1, 2009	ADDITIONS	REDUCTIONS	JUNE 30, 2010
Bath Savings Institution	<u>\$128,513.79</u>	<u>\$ –</u>	<u>\$27,697.81</u>	<u>\$100,815.98</u>

Long -Term Debt as of June 30, 2010 is as follows:

Bath Savings Institution - Fire Truck

The note is dated August 16, 2007. Repayment is through

five installments of \$37,209.37 with interest at 4.69%. \$ 100,815.98

The annual requirements to amortize notes payable as of June 30, 2010 are as follows:

YEAR ENDING

JUNE 30	PRINCIPAL	INTEREST	TOTAL
2011	\$32,491.77	\$4,717.60	\$37,209.37
2012	33,996.44	3,212.93	37,209.37
2013	34,327.77	2,881.60	37,209.37
Total	\$100,815.98	\$10,812.13	\$111,628.11

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.

NOTE F - DESIGNATED FOR SUBSEQUENT YEARS' EXPENDITURES:

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	\$17,451.47
Highways and Bridges	54,634.45
Protection	26,628.08
Health and Welfare	90,968.71
Unclassified	20,737.93
	<u>\$210,420.64</u>

NOTE G - DEFERRED REVENUE:

Deferred Revenue consists of the following:

Prepaid 10-11 Taxes	\$4,198.95
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NOTE H - REVENUE RECOGNITION - PROPERTY TAXES:

The Town's property tax for the current year was levied September 21, 2009 on the assessed value listed as of April 1, 2009 for all taxable real and personal property located in the Town. One half of the tax was due on October 1, 2009 and the remainder on April 1, 2010. Interest accrued at 9.00% commencing November 1, 2009 for the first half of tax due and again at May 1, 2010 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.

NOTE I - INTERFUND RECEIVABLES AND PAYABLES:

Due To and Due From Other Funds consist of the following:

Due From General Fund to Capital Reserve \$25,800.00

NOTE J - PROPERTY, PLANT, AND EQUIPMENT:

The following is a summary of changes in fixed assets at June 30, 2010:

	BALANCE JULY 1, 2009	ADDITIONS	DISPOSALS	BALANCE JUNE 30, 2010
Land and Improvements	\$220,248.00	\$ –	\$ –	\$220,248.00
Buildings	455,647.00			455,647.00
Equipment	884,767.00	35,853.81		920,620.81
Infrastructure	2,792,387.00	121,257.72		2,913,644.72
	<u>\$4,353,049.00</u>	<u>\$157,111.53</u>	<u>\$ –</u>	<u>\$4,510,160.53</u>
Accum. Depreciation	(2,873,905.00)	(174,884.00)		(3,048,789.00)
Net Property, Plant, and Equipment	<u>\$1,479,144.00</u>	<u>\$(17,772.47)</u>	<u>\$ –</u>	<u>\$1,461,371.53</u>

Depreciation expenses for the period totaled \$174,884.00. These expenses were broken down as follows:

General Government	\$14,722.00
Public Safety	79,411.00
Highways and Bridges	<u>80,751.00</u>
	<u>\$174,884.00</u>

Additional information is shown in Note M.

NOTE K - 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 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 \$10,416,790.00 at June 30, 2010. The Town of Woolwich's share would be 7.91% of the debt, or \$823,968.00.

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 \$9,196,797.00 at June 30, 2010. The Town of Woolwich's share would be 16.83% of the debt, or \$1,547,820.00.

NOTE M - SCHOOL PROPERTY, PLANT, AND EQUIPMENT:

Effective July 1, 2008, the Woolwich School Department joined the Maine Regional School Unit #1. Ownership of the school buildings and equipment were transferred to the RSU on August 24, 2009. The cost of the original school plus capital renovations and improvements totaled \$1,931,597.00, the cost of equipment totaled \$172,809.00; and the related accumulated depreciation totaled \$1,076,971.00.

Schedule A-1

**TOWN OF WOOLWICH
BUDGETARY COMPARISON SCHEDULE
FOR THE YEAR ENDED JUNE 30, 2010**

	<u>General Fund</u>	
	Original and Final Budget	Actual
REVENUES:		
Intergovernmental Revenue	167,600.00	142,328.09
Homestead Reimbursement	53,716.16	53,716.00
Property Taxes	3,835,122.07	3,755,578.70
Excise Taxes		522,105.16
Highways and Bridges	73,000.00	71,221.43
General Government	72,094.52	220,579.40
Protection		4,044.00
Health and Welfare		9,970.02
Interest and Debt Service		44,569.87
Unclassified		9,763.90
Total Revenues	<u>4,201,532.75</u>	<u>4,833,876.57</u>
EXPENDITURES:		
Education	2,680,368.00	2,681,557.50
General Government	362,648.00	322,134.81
Highways and Bridges	580,721.00	574,965.55
Protection	124,377.00	124,106.35
Health and Welfare	292,340.00	276,925.63
Unclassified	75,538.00	87,669.67
Special Assessments	597,382.00	597,382.00
Fire Truck Loan	37,210.00	37,209.37
Interest and Debt Service		3,479.90
Total Expenditures	<u>4,750,584.00</u>	<u>4,705,430.78</u>
Excess of Revenues Over (Under) Expenditures	<u>(549,051.25)</u>	<u>128,445.79</u>
OTHER FINANCING SOURCES (USES):		
Operating Transfers - In	-	4,019.95
Operating Transfers - Out	(25,800.00)	(175,800.00)
Total Other Financing Sources (Uses)	<u>(25,800.00)</u>	<u>(171,780.05)</u>
Excess of Expenditures and Other Uses		
Over Revenues and Other Sources	(574,851.25)	(43,334.26)
Fund Balance, July 1, 2009	<u>1,694,572.20</u>	<u>1,694,572.20</u>
Fund Balance, June 30, 2010	<u>1,119,720.95</u>	<u>1,651,237.94</u>

TOWN OF WOOLWICH Schedule A-2
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE YEAR ENDED JUNE 30, 2010

Cash Balance, July 1, 2009		1,282,373.93
ADD: CASH RECEIPTS:		
Tax Collections:		
Current Year	3,540,576.07	
Prior Years	<u>227,700.16</u>	
Total Tax Collections		3,768,276.23
Fees Collected for the State		4,527.25
Departmental (Schedule A-4)		880,509.73
State Revenue Sharing		145,150.57
Prepaid Taxes		4,198.95
Homestead Reimbursement		53,716.00
Capital Reserve Receipts		15,420.26
Accounts Receivable		<u>113.02</u>
Total Cash Receipts		<u>4,871,912.01</u>
Total Cash Available		6,154,285.94
LESS: CASH DISBURSEMENTS:		
Departmental (Schedule A-4)	4,853,903.78	
Due to Capital Reserve		25,500.00
Accounts Payable		4,737.91
Prepaid Expenses		1,400.00
Investment Account		<u>10,951.04</u>
Total Cash Disbursements		<u>4,896,492.73</u>
Cash Balance, June 30, 2010 (Schedule A-6)		<u><u>1,257,793.21</u></u>

TOWN OF WOOLWICH Schedule A-3
STATEMENT OF CHANGES IN UNAPPROPRIATED SURPLUS
FOR THE YEAR ENDED JUNE 30, 2010

Undesignated Fund Balance, July 1, 2009		1,359,590.96
INCREASE:		
Operating Account Balances Lapsed (Schedule A-4)	751,866.89	
Decrease in Deferred Taxes	<u>9,359.45</u>	
		761,226.34
Total Increase		2,120,817.30
DECREASE:		
Appropriated at Town Meeting		<u>680,000.00</u>
Undesignated Fund Balance, June 30, 2010		<u><u>1,440,817.30</u></u>

TOWN OF WOOLWICH
STATEMENT OF DEPARTMENTAL OPERATIONS
FOR THE YEAR ENDED JUNE 30, 2010

Balance Forward 7/1/09	Appro- priations	Cash Receipts	Other Credits	Total	Cash Disbursed	Other Charges	Total	Lapsed Unexpended (Overdraft)	Balance Forward 6/30/10
GENERAL GOVERNMENT:									
Comp Time	2,400.00	-	-	2,400.00	-	-	-	2,400.00	-
Town Officers Salaries	37,880.00	578.99		38,458.99	37,065.86		37,065.86	1,393.13	
Tax Collector/Town Clerk Salary	35,624.00			35,624.00	34,034.39		34,034.39	1,589.61	
Town Administrator Salary	41,724.00			41,724.00	41,724.00		41,724.00		
Clerical Assistant	22,464.00			22,464.00	21,535.95		21,535.95	928.05	
Office Help	5,000.00			5,000.00	2,711.25		2,711.25	2,288.75	
Code Enforcement	21,424.00			21,424.00	21,424.00		21,424.00		
Code Enforcement - Contingency	1,000.00	50.00	1,787.59	2,837.59	2,837.59		2,837.59		
Employee Health Trust	8,600.00			8,600.00	7,057.52		7,057.52	1,542.48	
Social Security	17,000.00			17,000.00	15,689.38		15,689.38	1,310.62	
Workers' Compensation	6,000.00	799.00		6,799.00	6,196.35		6,196.35	602.65	
Unemployment Compensation	1,000.00			1,000.00	336.00		336.00	664.00	
Audit	8,600.00			8,600.00	8,600.00		8,600.00		
Town Report	605.00			605.00	605.00		605.00		
Contingency					3,020.00		3,020.00	1,085.00	
Insurance					57.89	3,430.09	3,487.98	5,512.02	
Litigation Expense					16,165.25		16,165.25	734.75	
Board of Appeals					5,009.80		5,009.80	4,990.20	
Conservation Commission	435.68			435.68	394.86		394.86	100.00	540.82
Comprehensive Planning	2,537.88			2,537.88	2,537.88		2,537.88		2,537.88
Planning Board	2,772.95	1,050.00		3,822.95	1,131.94		1,131.94	1,191.01	1,500.00
Municipal Bldg Operations	2,000.00	264.50		48,964.50	30,191.04	3,112.82	33,303.86	13,660.64	2,000.00
Municipal Bldg Reserve Fund				7,420.00	213.85		213.85		7,206.15
Cable TV		23,242.54		23,242.54	1,200.00		1,200.00	22,042.54	
Excise Taxes - Autos		522,105.16		522,105.16	877.36		877.36	521,227.80	

Town and Clerk Fees	17,873.34	17,873.34	4.00	4.00	17,869.34
Plumbing and Building Permits	12,245.97	12,245.97	16.80	16.80	12,229.17
Maine Municipal Association	3,357.00	3,357.00	3,357.00	3,357.00	
Assessing Agent	18,780.00	18,780.00	18,780.00	18,780.00	
Excise Taxes - Boats	8,610.20	8,610.20			8,610.20
Office Operations	2,237.32	35,912.32	32,177.61	116.48	32,294.09
Agricultural Commission	100.00	100.00			100.00
Miscellaneous Revenue	50.00	11,403.93		400.00	10,953.93
Homestead Reimbursement		53,716.00		53,716.16	(0.16)
Computer Reserve Fund	500.00	500.00	445.90	445.90	54.10
Supplementals and Abatements		1,858.40	3,586.28	87,174.94	90,761.22 (88,902.82)
Property Tax Maps	1,000.00	2,000.00	2,000.00	2,000.00	
Cable TV Committee	3,382.49	3,382.49	129.97	129.97	3,252.52
State Revenue Sharing		142,328.09		167,600.00	167,600.00 (25,271.91)
Old Town House Fund	500.00	4,019.95	4,519.95	4,519.95	
Sale of Presby Lot		36,787.01			36,787.01
Reimbursement for					
Construction Design	150,000.00	150,000.00		150,000.00	
State BETE Program		72,095.00		72,094.52	0.48
Payments in Lieu of Taxes		33,181.60			33,181.60
Vital Records Book Repair		210.00			210.00
	162,884.00	362,648.00	742,679.74	203,714.85	1,471,926.59
			472,491.79	387,645.01	860,136.80
					594,338.32
					17,451.47
SPECIAL ASSESSMENTS:					
County Tax	-	597,382.00	597,382.00	-	597,382.00
Overlay		105,148.75	105,148.75		105,148.75
	-	702,530.75	597,382.00	-	597,382.00
					105,148.75
EDUCATION:					
School	-	2,680,368.00	2,680,368.00	-	2,680,368.00
School Playground Project	1,189.50	1,189.50	1,189.50		1,189.00
	1,189.50	2,680,368.00	-	-	2,681,557.00
					-
INTEREST AND DEBT SERVICE:					
Interest on Taxes	-	-	32,001.48	3,306.48	-
				-	3,306.48
					28,695.00

Investment Interest		12,568.39	173.42	12,568.39	173.42	12,394.97
	-	-	-	44,569.87	-	41,089.97
HIGHWAYS AND BRIDGES:						
Roads and Bridges	4,492.29	60,000.00	6,208.20	1,701.23	72,401.72	58,102.98
Snow Removal	3,000.00	368,721.00			371,721.00	368,710.88
Town Tared Roads	218.88	150,000.00			150,218.88	146,144.19
Town Roads Block Grant	42,938.90		63,312.00		106,250.90	73,000.00
Street Signs		2,000.00		7.50	2,007.50	2,007.50
	50,650.07	580,721.00	69,520.20	1,708.73	702,600.00	574,965.55
PROTECTION:						
Dry Hydrants	3,236.60	-	1,000.00	-	4,236.60	1,000.00
Generator Service	2,000.00	2,000.00			4,000.00	498.21
NFPA Clothing		6,000.00			6,000.00	5,980.92
Constable/Animal Control	1,059.00	4,728.00	613.00		6,400.00	4,861.59
Constable Contingency	207.63	500.00			707.63	278.95
Fire Department		75,910.00	2,371.00		78,281.00	76,438.87
Civil Defense (WEMA)	14,002.80				14,002.80	
Hydrant Rental and Removal		24,500.00			24,500.00	24,495.36
Hydrant Contingency	1,011.03				1,011.03	
Street Lights	1,170.53	4,100.00			5,270.53	3,492.09
EMS Donations	1,260.00		60.00		1,320.00	605.32
Emergency 911	171.60	100.00			271.60	38.80
Generator Replacement Fund		800.00			800.00	800.00
Vehicle Replacement Fund		25,000.00			25,000.00	25,000.00
Computer		800.00			800.00	800.00
Fire House Inoculation		2,500.00			2,500.00	2,452.32
Fire Truck Loan Payment		37,210.00			37,210.00	37,209.37
Fire Hose Purchase		1,500.00			1,500.00	1,500.00
Air Pack Replacement		1,500.00			1,500.00	
Hose Tower Inspection		239.00			239.00	
	24,119.19	187,387.00	4,044.00	-	215,550.19	159,651.80
					27,463.92	187,115.72
						1,806.39
						26,628.08

HEALTH AND WELFARE:

Solid Waste Committee	-	2,500.00	-	2,500.00	2,130.25	-	2,130.25	369.75	-
Landfill Monitoring	15,722.13	8,440.00	1,635.00	10,075.00	10,075.00		10,075.00		
Septic System	70.00			15,722.13					15,722.13
Ambulance Service		2,500.00		2,570.00	2,500.00		2,500.00		70.00
Solid Waste		220,000.00		221,798.00	209,022.49		209,022.49		12,775.51
Landfill Closure	33,529.28		262.91	33,792.19	350.00		350.00		33,442.19
General Assistance	5,000.00	5,000.00	38.00	11,916.21	3,236.26		3,236.26	3,679.95	5,000.00
Fishway	19,111.37		4,501.20	23,612.57	750.00		750.00		22,862.57
First Responders		27,200.00	1,491.70	28,691.70	27,595.39		27,595.39		1,096.31
Health Officer		1,200.00		1,200.00	1,200.00		1,200.00		
Health Officer Contingency		500.00		500.00	100.00		100.00	400.00	
Defibrillator		25,000.00		25,000.00	19,966.24		19,966.24	5,033.76	
	73,432.78	292,340.00	9,932.02	377,377.80	276,925.63	-	276,925.63	9,483.46	90,968.71

UNCLASSIFIED:

Nequasset Trailbreakers	400.00	-	-	800.00	800.00	-	800.00	-	-
Library Operations		43,696.00		43,696.00	43,696.00		43,696.00		
Right of Way Research Grant	889.83			889.83					889.83
Miscellaneous Donations		25,090.00		25,090.00	25,090.00		25,090.00		
Cemeteries	802.07			802.07					802.07
Nequasset Church	4,699.77		100.00	4,799.77	302.82	10.47	313.29		4,486.48
250th Committee	3,698.18		5,230.00	8,928.18	7,396.86		7,396.86		1,531.32
Woolwich Historical Society		1,400.00		1,400.00	1,400.00		1,400.00		
Shellfish Account	1,432.00		872.00	2,304.00	1,334.48		1,334.48		969.52
Recreation Committee	8,424.44		3,546.89	11,971.33	4,188.54	151.70	4,340.24		7,631.09
Town Clock	1,651.64		15.01	1,666.65					1,666.65
Animal Shelter	707.77	2,852.00		3,559.77	3,048.80		3,048.80		510.97
Monument		2,500.00		2,500.00	250.00		250.00		2,250.00
	22,705.70	75,538.00	9,763.90	1,08,407.60	87,507.50	162.17	87,669.67	-	20,737.93
	334,981.24	4,881,532.75	880,509.73	6,304,520.30	4,853,903.78	488,328.99	5,342,232.77	751,866.89	210,420.04

Schedule A-5

**TOWN OF WOOLWICH
VALUATION, ASSESSMENT, AND COLLECTIONS
FOR THE YEAR ENDED JUNE 30, 2010**

VALUATION:

Real Estate	320,540,100.00
Personal Property	11,505,100.00
Total	<u>332,045,200.00</u>

ASSESSMENT:

Valuation x Rate (332,045,200 x .01155)	3,835,122.07
Supplemental Taxes	<u>1,858.40</u>

3,836,980.47

COLLECTIONS AND CREDITS:

Cash Collections	3,540,576.07
Abatements	84,844.94
Prepaid	<u>5,614.67</u>

Total Collections and Credits	<u>3,631,035.68</u>
2010 Taxes Receivable	<u>205,944.79</u>

COMPUTATION OF ASSESSMENT

Tax Commitment	3,835,122.07
State Revenue Sharing	167,600.00
Surplus	680,000.00
Road Block Grant	73,000.00
State BETE Program	72,094.52
Homestead Reimbursement	<u>53,716.16</u>

4,881,532.75

REQUIREMENTS:

Appropriations	4,179,002.00
County Tax	<u>597,382.00</u>

4,776,384.00

OVERLAY105,148.75

Schedule A-6

**TOWN OF WOOLWICH
RECONCILIATION OF TREASURER'S CASH BALANCE
FOR THE YEAR ENDED JUNE 30, 2010**

Bath Savings Institution		
Landfill		
Balance Per Bank Statement		34,563.02
Bath Savings Institution:		
General Fund Checking		
Balance Per Bank Statement	1,223,620.48	
Add: Deposits in Transit	10,129.38	
Less: Outstanding Checks	(13,459.71)	
Balance Per Books		1,220,290.15
First Federal Savings:		
Town Clock		
Balance Per Bank Statement		2,540.04
Petty Cash		400.00
		<u>1,257,793.21</u>

Schedule A-7

**STATEMENTS OF TAXES RECEIVABLE
FOR THE YEARS ENDED JUNE 30, 2010 AND 2009**

	2010	2009
2009-2010	205,944.79	-
2008-2009	259.82	240,322.62
2007-2008	335.00	725.42
2006-2007	886.17	964.90
2005-2006	970.12	976.33
2004-2005	1,350.72	2,187.36
2003-2004	770.60	770.60
2002-2003	779.73	779.73
2001-2002	165.98	165.98
2000-2001	47.36	47.36
1999-2000	40.31	40.31
1998-1999	26.47	26.47
Total (Exhibit A)	<u>211,577.07</u>	<u>247,007.08</u>

Schedule A-8

TOWN OF WOOLWICH — TAX LIENS
JUNE 30, 2010

2008-2009

Alexander-Farmer, Elizabeth (JT)	1,626.81
Ambrose, Merle S. Jr. (JT)	608.13
Beedy, Kathi G.	1,211.60
Belanger, Rosanne	578.77
Bowen, Basil H. (TC)	365.81
Boynton, Charlotte A.	470.04
Burgess, Richard J.	863.27
Burgess, Richard J. - Trustee	816.67
Caton, Dianne R.	626.07
Chubbuck, Shannan M. (f/n/a)	624.44
Creamer, Joseph I. (JT)	398.43
DJM LLC	574.35
Dodge, George & Kate	362.91
Doughty, Robert Michael, Jr. (JT)	979.18
El Castillo LLC	3,265.50
Emerson, Robert B. (JT)	622.11
Fox, Monte J.	1,035.94
Goodenow, Stephen S. III & Grace K.	582.67
Gorman, William E. - Trustee	1,337.42
Grose, Karl (TC)	290.09
Hathorn Woods, LLC	398.43
Hathorn Woods, LLC	398.43
Hathorn Woods, LLC	398.43
Hathorn Woods, LLC	410.08
Hathorn Woods, LLC	538.23
Hathorn Woods, LLC	534.74
Hathorn Woods, LLC	484.64
Hathorn Woods, LLC	481.15
Hathorn Woods, LLC	481.15
Hathorn Woods, LLC	625.61
Hathorn Woods, LLC	579.01
Hathorn Woods, LLC	516.10
Hathorn Woods, LLC	447.36
Hay, Harriet M.	714.15
Hay, Harriet M.	3,856.38
Hills, David R. & Rosa E.	2,643.39
Hird, Craig B. - PR	510.27
Isbart, Paul K. Jr.	250.25
Johns, Adam A.	397.73
Johnston, Peter M. & Christine M.	1,196.46
Kaplan, Charlotte W.	1,090.43

Kelley, Cathy Ann	496.76	
Kraft, Peter R. & Prudence Reed	4,092.65	
Main, Charles R.	45.95	
Main, Charles R.	413.58	
Meister, Guy C.	404.26	
Mesplay, Todd Lee	1,899.42	
Mosier, Dennis F. & Vicki L.	1,424.10	
Mosier, Tony	501.07	
Murphy, Keith E.	183.31	
Murphy, Randall D.	955.30	
Murray, Crystal E.	2,727.51	
Pierce, Cathy A.	703.66	
Pinkham, Albert L. & Iona M.	1,108.38	
Polizotto, Marc M. (JT)	1,480.72	
Ricker, Dale S. (JT)	483.71	
Sheen, Edward H.	172.93	
Toothaker, Lawrence W. Jr. (JT)	69.60	
True, Edward D.	978.60	
Varney, Timothy A. & Evelyn M.	767.74	
Verrill, Mark	733.72	
Vining, Kenneth E. Jr. (JT)	2,390.58	
Vining, Kenneth E. Jr. (JT)	714.13	
Waters, Bruce L. II (JT)	590.66	
Weiss, Lee	667.55	
Whitcomb, Marion E. - L/E	391.89	
Wright, Beverly E. - Heirs of	679.20	
Wright-Tomlins, Shelby E.	1,808.08	
Young, Douglas J. & Catherine T.	1,359.56	
		62,437.25
<u>2007-2008</u>		
Brodeur, Joseph D. (JT)	500.08	
DJM LLC	594.06	
Kelley, Cathy Ann	303.60	
		1,397.74
<u>2006-2007</u>		
Brodeur, Joseph D. (JT)		452.35
<u>2005-2006</u>		
Brodeur, Joseph D. (JT)		184.72
		<u>64,472.06</u>

Schedule A-9

**TOWN OF WOOLWICH
TAXES RECEIVABLE
JUNE 30, 2010**

<u>Real Estate</u>		Crockett, Chelsea E. (JT)	500.00
2009-2010		Crockett, Shane R.	223.61
Alexander-Farmer, Elizabeth (JT)	1,615.85	Curran, Terrance G. (JT)	2,307.69
Ambrose, Merle S. Jr. (JT)	602.91	Curran, Timothy J. & Brenda L.	1,164.24
Avery, Jason W. & Tiffany L.	922.86	Daggett, Daniel A. (TC)	888.42
Ayer, Susan W. - PR	706.86	Davis, Eric M. Jr.	371.91
Bash, Margaret Carlton	458.53	Davis, Harold J.	688.38
Bayberry Associates LLC	1,507.27	Dearie, William S.	1,674.75
Bayberry Associates LLC	704.55	DJM LLC	569.42
Beauregard, David R. Jr. (JT)	2,672.67	Dodge, George	390.39
Beedy, Kathi G.	1,201.20	Dodge, Tristam B.	675.58
Belanger, Rosanne	598.29	Doughty, Robert Michael, Jr. (JT)	1,941.56
Benson, Faye	924.00	Dunning, Michael (JT)	646.80
Benson, Kurt C.	50.82	Easler, Gary	496.65
Blersch, Trudi A B	508.20	Economou, James L. & Jon S.	160.54
Bowen, Basil H. (TC)	362.67	Edgerton, Terrell, Jr.	403.10
Bowen, Basil H. Jr.	2,371.22	Edwards, Lawrence Jr.	1,737.12
Bowman, Robert L. (JT)	173.65	El Castillo LLC	3,237.47
Boynnton, Charlotte A.	1,606.61	Eliopoulos, Steven Jr. & Joyce J.	805.61
Brawn, Gloria J., Arthur S. etal	1,178.09	Emerson, Angela M.	267.96
Brewer, Kathleen (f/k/a)	1,062.60	Emerson, Robert B. (JT)	1,233.54
Briot, Barry J.	891.66	Fields, Jack E. & Roberts, Lana V.	2,636.24
Brown, Richard (JT)	758.26	Fifield, Misty D. (JT)	143.22
Burgess, Richard J.	855.86	Flemmings, Marietta	758.83
Burgess, Richard J. - Trustee	809.66	Fortin, Paul W.	1,879.19
Burroughs, Jeffrey (JT)	14.31	Foss, Jeffrey S. (JT)	137.72
Caton, Dianne R.	623.70	Fox, Monte J.	1,030.26
Chop Point Inc.	2,726.96	Gagnon, Louine R.	977.13
Chubbuck, Shannan M. (f/n/a)	619.08	Gallant, Edward H.	1,214.48
Coffin, Russell Aidan (JT)	314.16	Galuza, Gerald & Beverly	1,202.09
Colby, Daniel & Julie	1,018.71	Galuza, Gerald & Beverly Ann	149.48
Coleman, Mary A. - Heirs of	166.32	Galuza, Gerald F. (JT)	803.88
Coonce, Jack G.	2,038.58	Gardiner, Margaret A.	256.41
Cousins, Dawn L.	450.45	Geaghan, Terrance H.	5,132.24
Cousins, Dawn L.	1,323.63	Geroux, Herbert	1,241.63
Cousins, Dawn L.	1,297.55	Getty, Raynard A.	6.56
Cousins, Dawn L.	510.51	Given, Clifton H. II	1,808.73
Crabtree, Gerald E. Jr.	507.05	Goodenow, Stephen S. III	
Creamer, Gary E.	271.43	& Grace K.	1,432.20
Creamer, Gary E.	27.72	Gorman, William E. - TTEE	1,325.94
Creamer, Joseph I.	969.05	Greenlaw, George W.	3,047.87
Creamer, Joseph I (JT)	395.01	Greenlaw, William (JT)	1,048.54
Creamer, Joseph I (JT)	1,519.98	Grindle, Anthony C.	1,145.90
Creamer, Joseph I., Jr. (JT)	1,293.60	Grose, Karl (TC)	287.60
Crockett, Chelsea E.	382.31	Grose, Karl D. & Carol A.	1,163.09

Grose, Karl D. (JT)	888.20	Little Brothers LLC	1,097.25
Hagerthy, Ronald L.	665.28	Longley, William C. , Jr. (JT)	312.43
Hall, Ralph M. (JT)	443.18	Longley, William C., Sr.	363.95
Hamel, Keith D. (JT)	446.99	Lush, Eric	442.06
Harrington, Lynn M.	1,372.14	MacDonald, Edward A.	
Harvard, Paula M.	8.95	& Angela C.	1,063.75
Hasson, Gary	214.83	MacDonald, Edward A. (JT)	436.01
Hasson, Gary	478.17	Mackie, Richard A. (JT)	443.73
Hathorn Woods, LLC	154.77	Madden, Daniel C. & Colleen	1,599.48
Hathorn Woods, LLC	154.77	Main, Charles R.	54.29
Hathorn Woods, LLC	154.77	Main, Charles R.	410.03
Hathorn Woods, LLC	406.56	Meister, Guy C.	400.79
Hathorn Woods, LLC	293.37	Melvin, Edwin R. & Renee Y. Bell	1,313.24
Hathorn Woods, LLC	289.91	Merrill, David M.	1,483.02
Hathorn Woods, LLC	240.24	Mesplay, Todd Lee	1,886.12
Hathorn Woods, LLC	236.78	Miller, Andrew C. (JT)	309.65
Hathorn Woods, LLC	236.78	Mitchell, James M. (JT)	1,364.06
Hathorn Woods, LLC	380.00	Moore, Heather D.	439.01
Hathorn Woods, LLC	333.80	Morton, Bonnie L.	165.79
Hathorn Woods, LLC	271.43	Mosier, Alan R.	974.41
Hathorn Woods, LLC	203.28	Mosier, Dennis F. & Vicki L.	1,414.88
Hathorne, Barry R.	741.51	Mosier, Tony	642.18
Hawes, Rosie B. - Trustee	1,207.55	Mott, Joann M.	499.89
Hawes, Rosie B. - Trustee	23.10	Munsey, Donald C. (JT)	296.55
Hawes, Rosie Belle	142.06	Munsey, Doug (JT)	1,651.65
Hay, Harriet M.	708.02	Murphy, Keith E.	2,204.90
Hay, Harriet M.	3,827.67	Murphy, Maureen	590.61
Herr, Edward W. (JT)	477.59	Murphy, Michael J.	935.55
Hills, David R. & Rosa E.	2,620.70	Murphy, Randall D.	947.10
Hird, Craig B. - PR	505.89	Murray, Crystal E.	3,347.19
Holbrook, John W.	2,042.04	Nadeau, Brian D.	165.16
Howes, Bruce J.	2,031.64	Neale, Joseph E. & Virginia A.	1,366.37
Jackson, Patrick Tracy, III	2,157.46	Osmond, James & Elaina	619.08
Jameson, Randal C.	108.28	Ostromecky, John R. & Mary Lou	2,573.34
Jameson, Randal C. & Theresa A.	697.97	Pajak, Michael (JT)	314.88
Johns, Adam A.	397.32	Peaslee, Jacqueline	169.78
Johnston, Peter M. & Christine M.	1,186.19	Pierce, Cathy A.	697.62
Jones, Aaron M. III - PR	2,319.24	Pinkham, Iona M. - Heirs of	1,101.87
Jones, Kevin M.	883.67	Pole Star Maritime, LLC	285.86
Kaplan, Charlotte W.	2,117.12	Polizotto, Marc M. (JT)	1,468.01
Kelley, Cathy Ann	495.50	Presby, Ruth-Lauraynne	444.85
Kenney, Joan E.	198.66	Reed, Abigail Day	1,801.80
King, William F. III (JT)	2,601.67	Rice, Andrew M.	
Kraft, Peter R. & Prudence Reed	4,057.52	& Jennifer L. (TC 50%)	1,260.68
Kruk, Louise G.	342.42	Ricker, Darryl (JT)	635.26
Lamson, Nathalie R.	1,424.12	Riley, Susan J.	1,375.61
Larkin, Paul T. (JT)	833.91	Robson, Raymond E. Jr.	494.92
Lavallee, Kenneth F.	43.89	Robson, Raymond E. Jr.	151.30
Lewis, Betty L.	241.79	Robson, Raymond E. Jr.	301.45
Libby, Valerie Lynn	1,102.54	Robson, Raymond E. Jr.	952.87

Robson, Raymond E. Jr.	181.33	<u>Personal Property</u>	
Robson, Raymond E. Jr.	824.60	<u>2009-2010</u>	
Rogers, Margaret R H (f/n/a)	6.38	Carver, Davis B.	43.31
Schirmmacher, Erik	955.76	Coastal Lighting and Design	17.90
Schmidt, Dorothy E.	210.21	DMX, Inc.	1.16
Sheen, Edward H.	428.51	Economou, James L. & Jon S.	27.88
Siegel, Gregory J. & Deborah J.	115.89	First Data Merchant Services	1.16
Smith, Mary Ellen (JT)	1,901.82	Galuzza, Gerald & Beverly Ann	45.05
Sommelier Holdings, LLC	229.84	Hughes Network Systems, LLC	2.91
Spear, Wanda L. (JT)	1,477.25	Northern Leasing Systems, Inc.	7.36
Suter, Michael R., Jr. (JT)	1,224.88	Quonset Hardscapes	1.16
Sykes, Susan - Trustee	939.47	Robson, Raymond E. , Jr.	141.49
Thayer, Brenda J.	981.75	Safety Kleen Systems, Inc.	1.16
Thompson, Gary V. & Sue A.	602.48	Shelter Institute	12.11
Tilson, Hugh H. (JT)	158.23	TRM ATM Corporation	19.64
Toothaker, Lawrence W., Jr. (JT)	586.74	Vining, Kenneth & Lori	23.10
True, Edward D.	970.20		<u>345.39</u>
Varney, Timothy A. & Evelyn M.	761.15		<u>205,944.79</u>
Veguilla, Alexander (JT)	559.32		
Verrill, Mark	2,139.06		
Vining, Kenneth E., Jr. (JT)	2,370.06		
Vining, Kenneth E., Jr. (JT)	728.81		
Voorhees, Ann E.	1,451.84		
Voorhees, Ann E.	2,050.13		
Walsh, Susanna E.	1,010.63		
Walsh, Susanna E.	471.24		
Waters, Bruce L., II (JT)	585.59		
Weiss, Lee	661.82		
Whitcomb, Marion E.	90.09		
Whitcomb, Marion E - L/E	569.42		
Woerter, Richard W. (TC)	143.22		
Woerter, Richard W. (TC) - Heirs	82.01		
Woerter, Richard W. (TC) - Heirs	162.56		
Wood, Stephen J.	17.56		
Woodman, Brian	431.97		
Woodman, Kathy	408.87		
Wright, Beverly E. - Heirs of	673.37		
Wright, Ralph III (TC)	375.00		
Wright-Tomlins, Shelby E.	1,792.56		
Young, Douglas J. & Catherine T.	1,347.89		
	<u>205,599.40</u>		

Schedule A-10

TOWN OF WOOLWICH
PRIOR YEARS TAXES RECEIVABLE
JUNE 30, 2010

	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	TOTALS
ADT Security Services, Inc.	-	-	-	-	-	-	-	-	-	-	1.17	1.17
Broudeur, David							813.12	501.98	528.65			1,843.75
Broudeur, David J.								171.81	180.94			352.75
Cooleen, Paul J. & Elizabeth A.							367.92	228.74				596.66
ECO Analyst				1.76	618.99	707.60						1,328.35
Galuz, Gerald & Beverly Ann	26.47	40.31	47.36	48.30	54.99	63.00	72.24	44.51	46.87	51.82	45.44	541.31
M&A Supply LLC										98.81	87.38	186.19
Mid-Maine Moving & Storage				115.92	105.75							221.67
NMHG Financial Services, Inc.									89.38			89.38
Pumam Investments							43.68					43.68
Quonset Hardscapes											1.17	1.17
Rent-Way, Inc.										43.38		43.38
Sullivan, Robert							53.76					53.76
TRM Copy Centers (USA) Corporation								0.31	16.35			16.66
Tyler, Hilda M.										114.48	101.36	215.84
Vining, Kenneth & Lori	26.47	40.31	47.36	165.98	779.73	770.60	1,350.72	22.77	23.98	26.51	23.30	96.56
									886.17	335.00	259.82	5,632.28

Schedule A-11

**TOWN OF WOOLWICH
SUPPLEMENTAL TAXES AND ABATEMENTS
JUNE 30, 2010**

SUPPLEMENTAL TAXES

2008-2009

Tipton, Benjamin & Michelle

1,858.40

ABATEMENTS

2008-2009

L.R. Gardiner	2,330.00
L.R. Gardiner	2,310.00
C2SB LLC	12.71
Reed & Reed, Inc.	80,043.57
Thomas, Elanor et al	246.02
Knight, Victor & Ruth	122.44
Timberlake, Robert D. & Kathy	280.67
M&A Supply	86.63
Dennis Baker LLC	518.60
Bingham, Sarah & Charles	885.89
Powers, Michael & Delicia Powers	390.39
James & Jon Economou	<u>3,534.30</u>

90,761.22

Schedule A-12

**TOWN OF WOOLWICH
CEMETERY TRUST FUNDS
JUNE 30, 2010**

TIME DEPOSITS:

First Federal Savings:		
Fire Protection Fund	207.07	
Roxanne Stephens	392.02	
Francis Gilmore	1,764.55	
Tanner Square Memorial Fund	<u>502.61</u>	2,866.25
Bath Savings Institution:		
Murphy's Corner Cemetery Association	9,167.71	
Thwings Point Cemetery	<u>552.40</u>	9,720.11
Fund Balance, June 30, 2010 (Exhibit H)		<u><u>12,586.36</u></u>

	UNEXPENDED PRINCIPAL	INCOME
CEMETERY PERPETUAL CARE FUNDS:		
Fire Protection Fund	27.02	180.05
Roxanne Stephens	50.00	342.02
Frances Gilmore	500.00	1,264.55
Tanner Square Memorial Fund	124.66	377.95
Murphy's Corner Cemetery Association	8,730.00	437.71
Thwings Point Cemetery	<u>500.00</u>	<u>52.40</u>
	<u>9,931.68</u>	<u>2,654.68</u>

TOWN OF WOOLWICH
CAPITAL RESERVE FUNDS
JUNE 30, 2010

Schedule A-13

BUILDING RESERVE:

Balance, July 1, 2009	9,722.18	
Add: Interest	180.94	
Transfer from General Fund	150,000.00	
Transfer from School Reserve	<u>82,405.86</u>	
Balance, June 30, 2010		242,308.98

FIRE TRUCK RESERVE:

Balance, July 1, 2009	57,391.16	
Add: Interest	423.27	
Appropriation	<u>25,000.00</u>	
Balance, June 30, 2010		82,814.43

SCHOOL RESERVE:

Balance, July 1, 2009	81,761.26	
Add: Interest	644.60	
Less: Transfer to Building Reserve	<u>(82,405.86)</u>	
Balance, June 30, 2010		-

OLD TOWN HOUSE RESERVE:

Balance, July 1, 2009	8,834.87	
Add: Interest	91.77	
Less: Expenditures	<u>(4,019.95)</u>	
Balance, June 30, 2010		4,906.69

SEPTIC RESERVE:

Balance, July 1, 2009	14,216.04	
Add: Interest	<u>161.10</u>	
Balance, June 30, 2010		14,377.14

GENERATOR RESERVE:

Balance, July 1, 2009	7,352.38	
Add: Appropriation	800.00	
Interest Income	<u>75.28</u>	
Balance, June 30, 2010		8,227.66

COMPUTER RESERVE:

Balance, July 1, 2009	1,938.39	
Add: Interest	<u>27.56</u>	
Balance, June 30, 2010		1,965.95
Total		<u><u>354,600.85</u></u>

Snowplowing Contracts

CONTRACT	FY10/11 Amount	FY11/12 Amount	FY12/13 Amount	FY13/14 Amount	FY14/15 Amount	5 Year Total
Contract A (Shaw)	82,456.00	84,930.00	87,478.00	90,102.00	92,805.00	437,771.00
Contract B (Shaw)	74,854.00	77,100.00	79,413.00	81,795.00	84,249.00	397,411.00
Contract C (Jewell)	88,486.00	91,141.00	93,875.00	96,691.00	99,592.00	469,785.00
Contract D-1 (Quonset)	15,500.00	15,965.00	16,444.00	16,937.00	17,445.00	82,291.00
Contract D-2 (Shaw)	98,500.00	101,455.00	104,499.00	107,634.00	110,863.00	522,951.00
Contract E (Quonset)	7,325.00	7,533.00	7,747.00	7,967.00	8,194.00	38,766.00
TOTAL	367,121.00	378,124.00	389,456.00	401,126.00	413,148.00	
Approved at Town Meeting	368,721.00					

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

Deputy Tax Collector/ Deputy Treasurer/ Deputy Clerk

Nature of Work

The Deputy Tax Collector/Deputy Treasurer/Deputy Clerk is responsible for varied clerical and administrative tasks in the office. These tasks shall include: maintenance of the Board of Selectmen's filing system; response or routing of routine requests for information by person, telephone, or mail; typing of reports and letters either personally generated or from rough draft; other related work as required.

Examples of Work

- Issuing hunting and fishing licenses, dog licenses, and copies of vital statistics records
- Assisting with the preparation of Elections
- Assisting with automobile registration, trailer and boat registration, ATV & snowmobile registrations; collection of personal property and real estate taxes; excise tax collecting and other related duties

- Maintaining the list of taxes received
- Assisting with requests for general information about the Town's property records
- Performs the duties of the Tax Collector, treasurer and Clerk when necessary as per their job descriptions.
- Performs related work as may be required

Requirements of Work

1. Knowledge of modern office procedures, practices and equipment.
2. Ability to learn assessing procedures in order to respond or route inquiries about valuations or tax bills.
3. Computer experience, specifically with data base software and word processing.
4. Ability to establish and maintain effective working relationships with Town Officials and Committees, other employees and the general public.
5. Understanding the basic billing and collection procedures.

Desirable Experience and Training

1. Prior experience involving clerical work and public contact.
2. Graduation from high school or equivalent, including or supplemented by courses in business procedures.

Approved by the Board of Selectmen: March 26, 2007

Town Clerk/Tax Collector

Nature of Work

This is responsible administrative and financial work in the collection of various taxes, and in the execution of legal responsibilities of the position of Town Clerk.

Employee of this class is responsible for the collection of various taxes and fees, the issuance of numerous permits and licenses. Work involves the supervision of clerical staff engaged in collection and administrative activities and the preparation of regular reports to the Town and various state agencies. Work is performed with considerable independence.

Essential Duties & Responsibilities

Examples of Work (Illustrative Only):

- Performs all functions of the Town Clerk's Office including the preparation of all Town Warrants and Ballots; Supervisor and Warden of all State and Municipal Elections; registrar of Voters. Plans and supervises

the conduct of all elections, instructs election officials on election laws and procedures. Supervises the processing of all election ballots and reports results to the Secretary of State.

- Issues Dog Licenses and makes monthly reports to the Maine Department of Agriculture Animal Welfare Program. Maintains records of registered and unregistered dogs in Town.

- Issues Hunting and Fishing Licenses; Boat, ATV and Snowmobile Registrations and submits monthly reports to the Maine Department of Inland Fisheries and Wildlife.

- Maintains records of town meetings and other official documents and attends meetings recording and publishing the meetings' minutes as necessary.

- Supervise the issuance of, or issue, various licenses such as marriage; certified copies of Birth certificates, death certificates and records all vital statistics, such as births, deaths, and burial permits and marriages; and produces monthly reports to the State of Maine of these records.

- Validate official documents. Administer Oaths of Office as necessary.

- Assists in the issuance of, or issues, various Town licenses and maintains all related records; prepares and sends renewal applications for same.

- Reviews and approves all received bills and payroll.

- Receives and records payments of property taxes and excise taxes, and prepares collected monies for deposit. Prepares and records tax liens. Provides information requested on property and excise taxes. Maintains detailed records related to property ownership and the ownership of automobiles, trucks and boats.

- This individual will be responsible for E-911; measuring and assigning physical address numbers, street names, etc. Maintaining such records and reporting changes to the State and Verizon offices.

- Performs the duties of Administrator/Treasurer in his/her absence as per the job description.

- Performs related work as may be required.

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.

Thorough knowledge of the provisions of the Town Charter, Town ordinances and State regulations relating to the operation of the office and Town government and ability to communicate same to office staff and the public.

Ability to organize, assign and review work of subordinates.

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

Proficiency in the use of general office equipment (telephone, adding machines, calculators, typewriters, photocopiers, computer system, printers, etc.)

Ability to maintain records and prepare reports.

Ability to understand and follow the laws and regulations governing the activity of a municipal tax collector.

Training and Experience Required

Graduation from an accredited high school supplemented by advanced courses in accounting or bookkeeping plus experience in the collection of various monies; or any equivalent combination of experience and training.

Approved by the Board of Selectmen on March 26, 2007.

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 fire fighting 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 fire fighting 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 fire fighting methods and use of equipment that meet that standard.
3. Directs and controls all volunteer fire fighters in the performance of fire fighting 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 fire fighting equipment and fire fighting 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. Provide 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. Suppress disorder and tumult at the scene of a fire and generally direct 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 fire fighting 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 fire fighting experience, including supervisory and administrative responsibilities; high school graduation supplemented by specialized instruction in fire prevention and fire fighting; 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 Board of Selectmen.
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 First Responders.
 - 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 First Responders SOG.
6. The Director shall work closely with and coordinate with 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 KING
DALE CHADBOURNE
TODD McPHEE
PHIL SKILLIN
RITA STURTEVANT

Approved by the Woolwich Board of Selectmen on April 25, 2005

Overview of Agencies Requesting Donations

American Red Cross – In the last fiscal year, provided emergency relief, food, clothing, shelter, medications and mental health support to 68 individuals in Woolwich; provided emergency communications between 151 service men and women and their families.

Bath Area Seniors Activity Center – Provided blood pressure clinics, line dancing, exercise classes, games, luncheon, day and overnight trips, fundraisers, bean suppers, income tax preparation & AARP defensive driving class for senior citizens in the Bath Area. Currently 55 Woolwich residents are members but they serve all citizens 55 and older in the area.

Big Brothers Big Sisters of Bath/Brunswick – Non profit agency dedicated to providing mentors to children at risk in the area. They are currently serving five children from Woolwich.

CHANS Home Health Care – CHANS has merged with **Hospice Volunteers of Mid Coast Maine**. They provide nursing care, OT, PT and Speech therapy, medical social work and home care visits. They also hold flu clinics once or twice a year in the Town of Woolwich. They have served 100 residents with skilled home care visits and 8 residents with hospice visits in the last year.

Coastal Trans, Inc - Provide non-emergency transportation for low-income, disabled, elderly and the general population. They have served 18 residents in the last year.

Family Crisis Services – Provide emergency shelter for battered women and children, support groups, outreach services, transitional services for survivors and advocacy for the elderly and disabled. Total served from Woolwich is six.

Jessie Albert Dental & Orthodontic Center – Provide comprehensive dental care to low income children, adolescents and adults from birth to age

21. They also provide a full range of orthodontic services. Last year they served 92 patients from Woolwich.

Midcoast Maine Community Action – Provide a range of voluntary services including WIC, Head Start and Early Head Start, Families CAN child abuse and neglect prevention services, housing, emergency utility and heating assistance and child care referral resources. A total of 53 individuals and 21 families from Woolwich have been served.

Oasis Health Network – Provides health and dental care as well as prescription assistance for uninsured, low-income residents of the southern Midcoast Maine region. In the last year they have had 56 visits by Woolwich residents.

Respite Care – Non-profit, volunteer based adult day service program dedicated to providing supportive care to individuals and families facing the disabilities of aging. They have served 24 residents in the last year.

Spectrum Generations – Provide Meals on Wheels, CIS, SMP, money management, center activities, adult day break, family caregivers, Bridges in home care, personal emergency response systems, care management, reverse mortgage, and community case management. Total clients from Woolwich number 34 for the last fiscal year.

Sweetser – Provides quality treatment, support and hope to children, adults and families through a network of mental health, behavioral health and educational services. Offer 24/7 mobile crisis services as well as therapy, medication management and adult and child case management. Total Woolwich residents served is 194.

Tedford Housing – Provide emergency shelter and feed local people for up to 45 days. They help locate housing, jobs, access to counseling, medical help, employment training and alcohol treatment as well as other services. While no one from Woolwich stayed in their shelters in FY 2010, they do provide shelter for Woolwich residents.

Woolwich Junior Athletics – Non-profit, 100% volunteer run program that provides team sports, athletic clinics, competitive teams and fun physical activities for local youth. Total youth served is 203; all but six are from Woolwich.

**TOWN MEETING MINUTES
May 5, 2010**

SAGADAHOC, s.s.

To: Deborah 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 Central School in said Town, on Wednesday, the 5th day of May A.D. 2010 at Six o'clock in the afternoon, then and there to act on Articles 1 through 40, 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.

Moved and seconded to nominate John D. Chapman as moderator. No other nominations. Declared nominations closed. John D. Chapman was elected 5-0 on a written ballot.

****Prior to going any further with the warrant articles, the moderator invited Debbie Locke to make a few announcements. Debbie advised those present of the food drive on Saturday's delivery.**

Revenue

Article 2 To see if the Town will set the dates of October 1, 2010 and April 1, 2011 when taxes are due and payable and to see if the Town will fix the interest rate on unpaid taxes at 7% (seven percent) per annum and to set the dates that interest starts on unpaid taxes thirty (30) days after each due date.

Moved and seconded to adopt Article 2. Adopted by voice vote.

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 3% (three percent) for the 2010-2011 tax year.

Moved and seconded to adopt Article 3. Adopted by voice vote.

Article 4 To see if the Town will vote to transfer all unexpended balances and overdrafts, except those listed below to be carried forward, to Undesignated Fund Balance. The Selectmen are 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 to be carried forward

Compensatory/Vacation Time	Old Town House 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) Accts
Office Operations	Fire Department Operations
Supplements and Abatements	Hydrant Rental
Emergency 911	Street Lights
Fire Department Gift Account	Septic System
Ambulance Account	Solid Waste Account
Landfill Closure Account	General Assistance Account
Fish Way Account	First Responders Account
Right of Way Account	Nequasset Church Account
Cemeteries Account	Shellfish Account
Recreation Committee Account	Town Clock Account
Animal Shelter Account	Monument Committee Account
Building Reserve Account	Fire Truck Reserve Account
School Reserve Account	Generator Reserve Account
Septic Reserve Account	250 th Committee Account

It was moved to dispense with the reading of the individual accounts.

Moved and seconded to adopt Article 4. Adopted by voice vote.

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 \$680,000.00.

2009 recommendation \$680,000.00

Moved and seconded to adopt Art. 5a. Adopted by voice vote.

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.

Moved and seconded to adopt Art. 5b. Adopted by voice vote.

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.

2009 appropriation up to \$20,000.00

Moved and seconded to adopt Art. 5c. Adopted by voice vote.

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 **\$10,000.00** from the Undesignated Fund Balance Account as the Town's share of any approved grants.

Moved and seconded to adopt Article 6. Adopted by voice vote.

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.

Moved and seconded to adopt Art. 7a. Adopted by voice vote.

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

Moved and seconded to adopt Art. 7b. Adopted by voice vote.

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

John Chapman will be a fish commissioner for the next five years. Adopted by voice vote.

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

**Bill Potter moved to leave alewives privileges to the Fish Commission.
Seconded. Adopted by voice vote.**

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 on same.

Moved and seconded to adopt Article 10. Adopted by voice vote.

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 \$489,571.08 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 LD1 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.

Article 11 passed 95 to 32.**Personnel & Town Officers**

Article 12 To see if the Town will vote to raise and appropriate the sum of **\$22,464.00** for a Deputy Tax Collector/Deputy Treasurer/Deputy Clerk to work part time at the Town Office and to authorize the Selectmen to spend any amount up to \$22,464.00.

2009 appropriation \$22,464.00

Moved and seconded to adopt Article 12. Adopted by voice vote.

Article 13 To see if the Town will vote to raise and appropriate the sum of **\$41,724.00** for the compensation of the Town Administrator/Town Treasurer and to authorize the Selectmen to spend any amount up to \$41,724.00.

2009 appropriation \$41,724.00

Moved and seconded to adopt Article 13. Adopted by voice vote.

Article 14 To see if the Town will vote to raise and appropriate the sum of **\$35,624.00** for the compensation of the Tax Collector/Town Clerk and to authorize the Selectmen to spend any amount up to \$35,624.00.

2009 appropriation \$35,624.00

Moved and seconded to adopt Article 14. Adopted by voice vote.

Article 15 To see if the Town will vote to raise and appropriate the sum of **\$8,600.00** for the Employee Health Account.

2009 appropriation \$8,600.00

Moved and seconded to adopt Article 15. Adopted by voice vote.

Article 16 To see if the Town will vote to appropriate up to **\$8,600.00** from the Undesignated Fund Balance Account for unanticipated health benefit costs.

Moved and seconded to adopt Article 16. Adopted by voice vote.

Article 17 a) To see what sum of money the Town will vote to pay the Town Officers for the ensuing year:

	<u>2009</u>	<u>2010</u>
Selectman	\$3,000.00	\$3,000.00
Selectmen	3,000.00	3,000.00
Selectmen	3,000.00	3,000.00
Selectmen	3,000.00	3,000.00
Selectmen	3,000.00	3,000.00
Board Chairman	1,500.00	1,500.00
Board Vice Chairman	500.00	500.00
Ballot Clerks	2,400.00	2,000.00
Registrar of Voters	250.00	250.00
Moderator	200.00	200.00
Workers Compensation	6,000.00	6,200.00
Unemployment Compensation	1,000.00	1,000.00
Social Security	17,000.00	17,000.00
Part Time Staff	5,000.00	5,650.00
Comp/Vacation Time Reimb.	<u>2,400.00</u>	<u>2,400.00</u>
	\$51,250.00	\$51,700.00

Moved and seconded to adopt Art. 17a. Adopted by voice vote.

b) To see if the Town will vote to raise and appropriate the sum of **\$4,700.00** for the salary of and pay mileage to the Animal Control Officer (ACO) and to authorize the Selectmen to spend any amount up to \$4,700.00.

2009 appropriation \$4,728.00

Moved and seconded to adopt Art. 17b. Adopted by voice vote.

c) To see if the Town will vote to raise and appropriate the sum of **\$21,424.00** 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 \$21,424.00.

2009 appropriation \$21,424.00

Moved and seconded to adopt Art. 17c. Adopted by voice vote.

Article 18 To see what sum, if any, the Town will vote to raise and appropriate for the Town Officers’ Account for the ensuing year.

Recommended \$51,700.00
2009 appropriation \$51,250.00

Moved and seconded to adopt Article 18. Adopted by voice vote.

General Government

Article 19 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	
	<u>2009</u>	<u>2010</u>
General Assistance	\$5,000.00	\$5,000.00
Nequasset Church	-0.00-	-0.00-
Cemeteries	-0.00-	-0.00-
ACO Contingent	500.00	500.00
Codes Officer Contingent	1,000.00	1,500.00
Health Officer Contingent	500.00	500.00
Health Officer Salary	1,200.00	1,200.00
Fish Way, Up Keep/Repair	-0.00-	-0.00-
Animal Control & Care*	2,852.00	3,372.00
Planning Board	-0.00-	-0.00-
Conservation Commission	500.00	500.00
Agriculture Committee	-0.00-	-0.00-
Comprehensive Planning	2,000.00	-0.00-
Board of Appeals	100.00	100.00
Recreation Committee	-0.00-	-0.00-
Solid Waste Committee	2,500.00	2,500.00
Monument Committee	2,500.00	-0.00-
Contingent	<u>9,000.00</u>	<u>9,000.00</u>
	\$27,652.00	\$24,172.00

* 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.

Moved and seconded to adopt Article 19. Adopted by voice vote.

Article 20 To see if the town will vote to raise and appropriate the sum of **\$36,604.00** for the Office Operations account. The approximate breakdown of the account is as follows:

	<u>2009</u>	<u>2010</u>
Town Reports	\$3,500.00	\$3,500.00
Telephone and fax machine monthly usage	2,500.00	2,500.00
Postage (twice/year tax bills, etc.	4,800.00	4,800.00
Office and computer supplies	3,800.00	3,800.00
Advertising	1,300.00	1,300.00
Printing (stationery, forms, etc.)	800.00	500.00
Computer support contract & software	7,000.00	7,829.00
Automated equipment maintenance	7,000.00	7,000.00
Training - seminars and manuals	2,000.00	1,500.00
Association dues	400.00	300.00
Election supplies and materials	1,700.00	1,200.00
Office operations contingent	1,200.00	1,200.00
Mailing machine	1,000.00	1,000.00
Accu-Vote System	175.00	175.00
Office Operations Furniture	<u>-0.00-</u>	<u>-0.00-</u>
	\$37,175.00	\$36,604.00

2009 appropriation \$37,175.00

Moved and seconded to adopt Article 20. Adopted by voice vote.

Article 21 To see if the town will vote to raise and appropriate the sum of **\$42,758.00** for the Municipal Building Operation of Plant account. The approximate breakdown of the account is as follows:

	<u>2009</u>	<u>2010</u>
Electricity/ CMP	\$6,700.00	\$6,700.00
Water/ BWD	1,500.00	1,500.00
Heating fuel/ oil	15,000.00	15,000.00
Photocopier Lease	3,200.00	3,200.00
Mowing and grounds maintenance	6,200.00	4,200.00
Furnace maintenance/repair	1,000.00	1,000.00
Building sprinkler system contract	500.00	500.00
Security system contract/maintenance	500.00	500.00
Cleaning Services	5,000.00	3,058.00
Misc. supplies and general building maintenance (hardware, etc.)	<u>7,100.00</u>	<u>7,100.00</u>
	\$46,700.00	\$42,758.00

2009 appropriation \$46,700.00

Moved and seconded to adopt Article 21. Adopted by voice vote.

b) To see if the Town will vote to **transfer funds** reimbursed to the town from RSU#1 and funds from the former School Capital Reserve into the current Municipal Building Reserve Fund to be used for the upkeep and repair of all municipally owned properties.

(Note: The reimbursement of startup funds from RSU#1 is \$150,000.00 the approximate balance in the School Reserve Fund is \$83,000.00 and the balance in the Municipal Building Reserve is approximately \$9,900.00)

Moved and seconded to adopt Art. 21b. Adopted by voice vote.

c) To see if the Town will vote to raise and appropriate the sum of **\$7,420.00** for the “Municipal Building Account”.

Note: If item “b” passes, this article will be dismissed.

2009 appropriation \$7,420.00

Moved and seconded to adopt Art. 21c. Adopted by voice vote

d) To see if the Town will vote to raise and appropriate the sum of **\$0** for the “Old Town House Account”.

(Recommend dismissal)

2009 appropriation \$500.00

Moved and seconded to adopt Art. 21d. Adopted by voice vote.

e) To see if the Town will vote to raise and appropriate the sum of **\$37,211.00** for the third of five years’ principal and interest payment for the Woolwich Fire truck Bond.

2009 appropriation \$37,210.00

Moved and seconded to adopt Art. 21e. Adopted by voice vote.

Article 22 To see if the Town will vote to raise and appropriate the sum of **\$17,800.00** for the Town’s insurance.

Note: Art. 22 includes all municipal contents. (Fire & Town Office)

2009 appropriation \$16,900.00

Moved and seconded to adopt Article 22. Adopted by voice vote.

Article 23 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 **\$18,780.00** as payment to the Assessing Agent.

2009 appropriation \$18,780.00

Moved and seconded to adopt Article 23. Adopted by voice vote.

Article 24 To see if the Town will vote to raise and appropriate the sum of **\$1,000.00** to update the property tax maps.

2009 appropriation \$1,000.00

Moved and seconded to adopt Article 24. Adopted by voice vote.

Article 25 To see if the Town will vote to raise and appropriate the sum of **\$500.00** for the “Computer Replacement Account”.

2009 appropriation \$500.00

Moved and seconded to adopt Article 25. Adopted by voice vote.

Article 26 To see if the Town will vote to raise and appropriate the sum of **\$3,391.00** for the payment of membership dues for the Maine Municipal Association.

2009 appropriation \$3,357.00

Moved and seconded to adopt Article 26. Adopted by voice vote.

Article 27 To see if the Town will vote to raise and appropriate the sum of **\$8,600.00** to pay the Auditor.

2009 appropriation \$8,600.00

Moved and seconded to adopt Article 27. Adopted by voice vote.

Article 28 To see if the Town will vote to raise and appropriate the sum of **\$10,000.00** for the Town’s Litigation Account.

2009 appropriation \$10,000.00

Moved and seconded to adopt Article 28. Adopted by voice vote.

Health/Welfare and Sanitation

Article 29 To see if the Town will vote to raise and appropriate the sum of **\$6,410.00** for the continued sampling of ground water from the installed surface water test sites at the landfill.

2009 appropriation \$8,440.00

Moved and seconded to adopt Article 29. Adopted by voice vote.

Article 30 To see if the Town will vote to raise and appropriate the sum of **\$2,500.00** for ambulance service for year one of a three year contract with North East Mobile Health Services.

2009 appropriation \$2,500.00

Moved and seconded to adopt Article 30. Adopted by voice vote.

Article 31 a) To see if the Town will vote to change the recycling program from a Drop-Off Center to curbside pickup - occurring once every four weeks.
Note: Regular weekly curbside household trash pickup will stay the same.

Moved and seconded to adopt Art. 31a. Adopted by voice vote.

b) To see if the Town will vote to raise and appropriate the sum of **\$222,748.00** for the complete weekly curbside refuse collection and the operation and maintenance of a Recycling Drop-Off Center for year three of a five year contract for this service with Pine Tree Waste, Inc.
2009 appropriation \$220,000.00

Moved and seconded to adopt Art. 31b. Adopted by voice vote.

c) To see if the Town will appropriate a sum not to exceed **\$25,000** from the Undesignated Fund Balance Account for the Selectmen to use if necessary for unanticipated solid waste disposal/recycling costs.

Moved and seconded to adopt Art. 31c. Adopted by voice vote.

Highways and Bridges

Article 32 To see if the Town will vote to raise and appropriate such sums of money as may be necessary for the following accounts:

	<u>2009</u>	<u>2010</u>
Roads and Bridges	\$60,000.00	\$60,000.00
Street Signs	2,000.00	2,000.00
Hot Topping	77,000.00	77,000.00
Snow Plowing	368,721.00	368,721.00
Street Lights	4,100.00	4,100.00
Culvert Repair	<u>-0.00-</u>	<u>10,000.00</u>
	\$511,821.00	\$521,821.00

Moved and seconded to adopt Article 32. Adopted by voice vote.

Article 33 a) To see if the Town will authorize the Selectmen to remove **\$73,000.00** from the Urban-Rural Initiative Program (URIP) account for hot topping town roads.

Moved and seconded to adopt Art. 33a. Adopted by voice vote.

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

Moved and seconded to adopt Art. 33b. Adopted by voice vote.

Protection

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

	<u>2009</u>		<u>2010</u>
Hydrants (Bath)	\$14,400.00	12 @ \$1,200.00	\$14,400.00
(Wiscasset)	10,100.00	12 @ \$ 841.28	10,100.00
Fire Chief	6,180.00		6,180.00
Asst. Chief	2,000.00		2,000.00
Asst. Chief	2,000.00		2,000.00
Captain 1	1,250.00		1,250.00
Captain 2 1,250.00	1,250.00		
Lieutenant 1	625.00		625.00
Lieutenant 2	625.00		625.00
Safety Officer	-0-		-0-
Shellfish Warden	-0-		-0-
Four sets of NFPA/OSHA-			
Clothing	6,000.00		6,000.00
WEMA*	-0-		-0-
WEMA Pagers	-0-		-0-
Inoculations/Physicals	2,500.00		2,500.00
911	100.00		100.00
Generator Service	2,000.00		2,000.00
Generator Replacement Account**	800.00		800.00
EMS Director	2,600.00		2,500.00
Asst. EMS Director 1	1,500.00		1,500.00
Asst. EMS Director 2	-0-		1,500.00
Woolwich EMS	27,200.00		36,200.00
Vehicle Replacement Acct	25,000.00		-0-
Air Packs	1,500.00		2,000.00
Fire Hose	1,500.00		1,500.00
Hose Tower Inspection	239.00		-0-
Computer	<u>800.00</u>		<u>800.00</u>
	\$110,169.00		\$95,830.00

* Note: WEMA stands for Woolwich Emergency Management Agency

** Note: Generator has been depreciated using Straight-Line with a twenty year life.

Moved and seconded to adopt Art. 34a. Adopted by voice vote.

b) To see if the Town will vote to raise and appropriate the sum of **\$79,680.00** for the Fire Department account.

The breakdown of the account is as follows:

	<u>2009</u>	<u>2010</u>
Office Supplies/Expenses	\$1,800.00	\$1,200.00
Truck Fuel	4,000.00	4,000.00
Equipment Repairs	3,500.00	3,500.00
Truck Repairs	10,960.00	10,960.00
Laundry	350.00	350.00
Contingent Account	5,000.00	5,000.00
Telephone	1,300.00	1,500.00
Training Expenses	2,100.00	2,100.00
Travel Expenses	250.00	250.00
New Equipment	10,000.00	13,920.00
Station Supplies	1,400.00	1,400.00
Fire Prevention	750.00	1,000.00
Wages	<u>34,500.00</u>	<u>34,500.00</u>
	\$75,910.00	\$79,680.00
	2009 appropriation \$75,910.00	

Moved and seconded to adopt Art. 34b. Adopted by voice vote.

c) To see what action the Town will take with regards to Woolwich EMS billing for their services and where those funds will be receipted when received.

Recommend: Allow the Selectboard to authorize Woolwich EMS to bill for services. Funds received to be receipted into a special revenue account that needs Selectboard authorization for EMS to use.

Moved and seconded to adopt Art. 34c. Adopted by voice vote.

Miscellaneous Donations

Article 35 a) To see if the Town will vote to appropriate the sum of **\$600.00** from the Cable TV Account for MPBN Channel 10 – Public Television.

2009 appropriation \$600.00

Moved and seconded to adopt Art. 35a. Adopted by voice vote.

b) To see if the Town will vote to appropriate the sum of **\$600.00** from the Cable TV Account for MPBN – Public Radio.

2009 appropriation \$600.00

Moved and seconded to adopt Art. 35b. Adopted by voice vote.

Article 36 To see if the Town will vote to appropriate **\$400.00** from the Snowmobile Registrations for the Nequasset Trailbreakers Snowmobile Club.

2009 appropriation \$400.00

Moved and seconded to adopt Article 36. Adopted by voice vote.

Article 37 To see what sum of money the Town will vote to donate to the following local agencies:

	2009	2010
	Appropriated	Donate
Jesse Albert Dental Clinic	\$2,500.00	\$2,500.00
Bath Area Senior Citizens Center	825.00	825.00
Hospice Volunteers in Midcoast Maine	1,200.00	1,200.00
Midcoast Maine Community Action (CED)	1,440.00	1,440.00
Coastal Trans	1,400.00	1,400.00
Community Health and Nursing (CHANS)	1,500.00	1,500.00
Family Crisis Services	500.00	500.00
Tedford Housing	700.00	700.00
Spectrum Generations	1,953.00	1,953.00
Big Brothers/Big Sisters Bath/Brunswick	600.00	600.00
Respite Care	600.00	600.00
American Red Cross	500.00	500.00
Sweetser	<u>3,372.00</u>	<u>3,372.00</u>
	\$17,090.00	\$17,090.00

Moved and seconded to adopt Article 37. Adopted by voice vote.

Article 38 To see if the Town will vote to raise and appropriate the sum of **\$17,090.00** for donations to local agencies.

2009 appropriation \$17,090.00

Moved and seconded to adopt Article 38. Adopted by voice vote.

Article 39 a) To see if the Town will vote to raise and appropriate the sum of **\$1300.00** for maintenance work on the Woolwich Historical Society building.

2009 appropriation \$1,400.00

Moved and seconded to adopt Art. 39a. Adopted by voice vote.

b) To see if the Town will vote to raise and appropriate the sum of **\$3,000.00** for the fourth year of a five year commitment to the Bath Area Senior Citizen Capital Building Fund.

2009 appropriation \$3,000.00

Moved and seconded to adopt Art. 39b. Adopted by voice vote.

c) To see if the Town will vote to raise and appropriate the not to exceed sum of **\$43,696.00** to support the operating costs of the Patten Free Library.

Note: The sum of \$43,696.00 is the same as last year's donation. The per capita amount is \$15.55.

2009 appropriation \$43,696.00

Moved and seconded to adopt Art. 39c. Moved and seconded to vote by secret ballot. Failed. At least three amendments to lower the amount failed. After much discussion Art. 39c. was adopted by voice vote.

d) To see if the town will vote to raise and appropriate the sum of **\$4000.00** for support of the Woolwich Junior Athletics.

2009 appropriation \$5000.00

Moved and seconded to adopt Art. 39d. Adopted by voice vote.

Ordinances

Article 40 Shall an amendment to the ordinance entitled "Woolwich Shoreland Ordinance" be enacted as follows:

Section 9. Districts and Zoning Map

A. Official Shoreland Zoning Map as updated 05/05/10

(copy of map is on file with the Town Clerk)

Moved and seconded to adopt Article 40. Adopted by voice vote.

The Annual Town Meeting was adjourned sine die at 10:05 p.m.

Attest: A true copy of the minutes of the Annual Town Meeting of May 5, 2010.

**Jeanne T. Bernard
Clerk of Woolwich, Maine**

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Warrant May 4, 20119

***“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 Emergency Medical Service Donation List

Here is a sample list of what your donation to Woolwich EMS could buy. 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 keep our budget as low as we can and provide additional tools and training for our EMTs.

Equipment

CPR Mask	\$8.00
Bag Valve Mask	\$15.00
Sam Splint Kit	\$19.00
Basic EMT Medical Bag w/supplies	\$160.00
Portable Oxygen Kit	\$299.00
EMS Jacket	\$300.00
Laryngoscope	\$325.00
Finger Pulse Oximeter	\$387.00
Pager (emergency services) w/charger	\$450.00
Portable Radio	\$500.00
Mobile Radio	\$600.00
Electric Suction Unit	\$750.00
Manual Stretcher	\$2,100.00
Automatic External Defibrillator (AED)	\$2,500.00
Stair Chair	\$3,000.00

Training

Basic EMT class w/books and fees	\$1,000.00
Intermediate class w/books and fees	\$1,500.00
Paramedic class w/books and fees	\$5,500.00

**All donations should be mailed to: Woolwich EMS Donations
13 Nequasset Road
Woolwich, Maine 04579**