

2016

# Annual Report of the Town Officers of the Town of Woolwich Maine for the Fiscal Year July 1, 2015-June 30, 2016

Woolwich (Me.). Municipal Officers

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



**For the fiscal year**  
**July 1, 2015 - June 30, 2016**



*Lincoln County Publishing Co.*  
Newcastle / Damariscotta, Me.

## Woolwich, Maine

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

Selectmen's Office, Town Administrator and Town Treasurer	442-7094
Tax Collector and Town Clerk	442-8723
Fax Machine	442-8859
Animal Control Officer	737-2093
Shellfish Warden	371-2732

Office Hours of the Town Clerk and Tax Collector					
Monday	9 a.m.-5 p.m.	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](mailto:administrator@woolwich.us) • Website: [www.woolwich.us](http://www.woolwich.us)

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

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

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

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

This year's Town Report is dedicated to all the men, women, and kids who volunteer with the Town. From the Planning Board, whose volunteers manage land use and development, to the newly re-named Solid Waste, Recycling, and Compostables Committee, encouraging responsible disposal of waste, to the Nequasset Church Committee, which oversees the historic building, volunteers make this Town happen. Careful conservation of our shellfish wouldn't happen without volunteers, for instance. Townspeople get to enjoy Woolwich Day thanks to our volunteers on the Special Events Committee. Young persons enjoy sports and friendly competition because of the Recreation Committee and the parents who support it. New projects like the Town Newsletter take off because of volunteer energy, as do improvements to Nequasset Park. Furthermore, it goes without saying that many people whose names are not listed on "official" committees volunteer their time, their talents, and their expertise on behalf of the Town because they love it here. Thank you all!



*Pictures courtesy of Lynette Eastman*





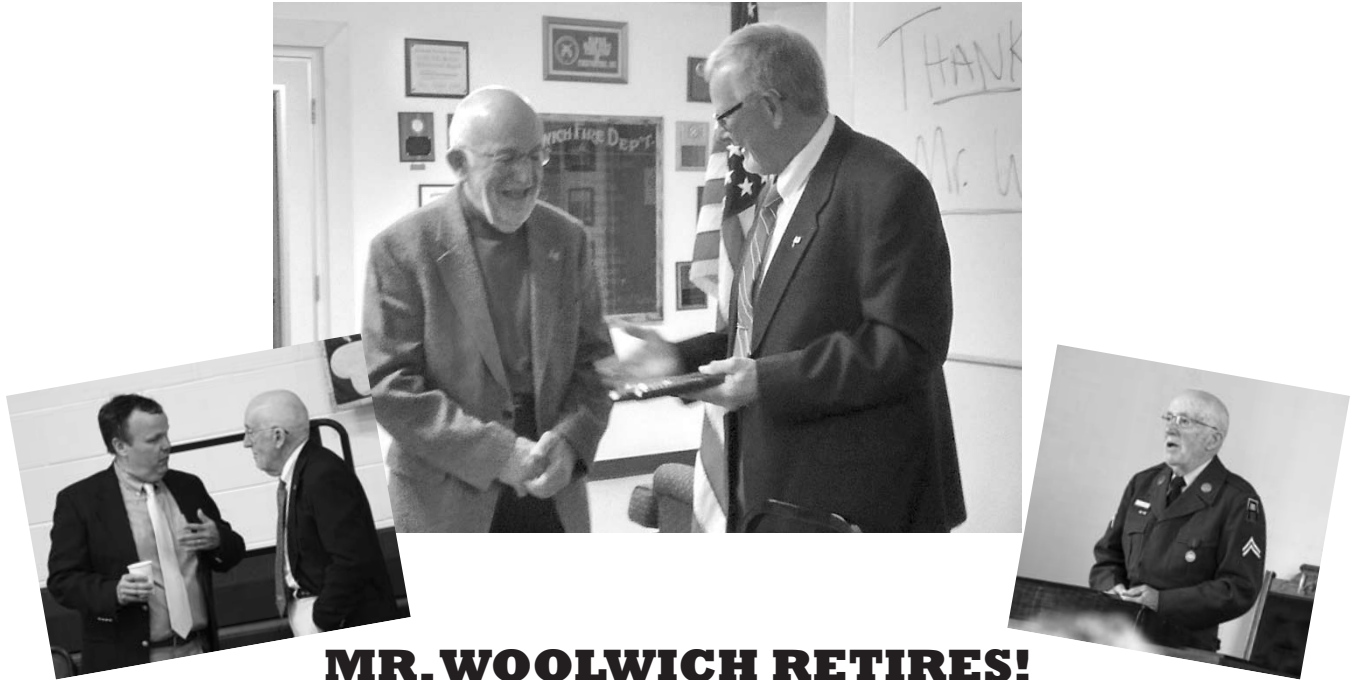
*Pictures courtesy of Phil De Vice, Wiscasset Newspaper*



*Pictures courtesy of Lynette Eastman*

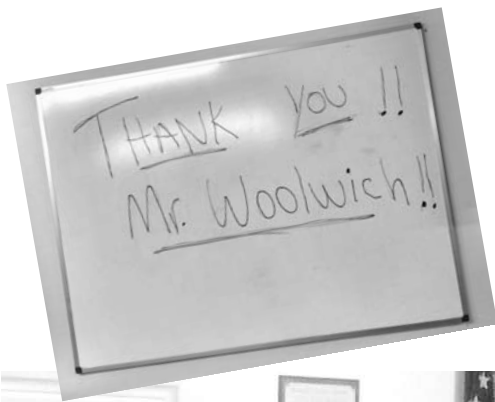
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## MR. WOOLWICH RETIRES!

Lloyd Coombs, AKA Mr. Woolwich, completed his final term as a member of the Woolwich Selectboard on December 31, 2016 at 12:00 midnight. His fellow Selectpeople and several residents of the town came out to honor Lloyd on his retirement. He was presented a plaque acknowledging his years of service to the Town of Woolwich. We all wish him the best on his latest retirement.



## Boston Post Cane Holders

### VICTOR S. KNIGHT



Courtesy PHIL DI VECE/Wiscasset Newspaper

As the oldest resident of Woolwich, Victor Knight received the Boston Post Cane in a ceremony held on July 18, 2016 just a day shy of his 95<sup>th</sup> birthday. This is a picture of him and his wife Ruth. Victor's father, Albert V. Knight, also had been a holder of the Boston Post Cane. We're sad to say that Victor passed away on January 22, 2017 at the age of 95.

### ALICE W. BOND



Courtesy PHIL DI VECE/Wiscasset Newspaper

In a ceremony held on April 17, 2016, at the Woolwich Town Office, Alice Willard Bond was awarded the Boston Post Cane for being the oldest Woolwich resident, having attained the age of 96 years young. Sadly, Alice passed away on June 22, 2016 only after holding the cane for a couple of months.



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

## Guidelines to Attending a Town Meeting

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

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



*Picture courtesy of Lynette Eastman*

## Special Town Meeting Warrant — April 29, 2017

**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 at 137 Nequasset Road in said Town, on Saturday, the 29th day of April A.D. 2017 at Nine o'clock in the forenoon, then and there to act on Articles 1 through 39, 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, 2017** and **April 1, 2018** 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 (36 MRSA §505.4) and to set the dates that interest starts on unpaid taxes **thirty (30) days** after each due date.

**Article 3** To see if the Town will vote to set an interest rate to be paid by the Town on taxes that have been paid, but are either abated or overpaid and refunded at **3% (three percent)** for the 2017-2018 tax year. (36 MRSA § 506-A)

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

#### **List of Accounts that may be carried forward**

Compensatory/Vacation Time	Woolwich EMS Donations Account	Employee Health Trust Acct
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) Acct	Office Operations
Fire Department Operations	Supplements and Abatements	Fire Hydrant Account
Emergency 911	Street Lights	Fire Department Gift Acct
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 Acct

*accounts continued next page*

Town Clock Account	Animal Shelter Account	Monument Committee Acct
Municipal Buildings Reserve Acct	Emergency Vehicle Reserve Account	Generator Reserve Account
Septic Reserve Account	Vital Records Book Repair Account	Air Pack Replacement Acct
ICMA-RC Town Match Account	Street Sign Account	Tax Mapping Account
Heating Assistance Account		

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

Note: The Board of Selectmen recommends up to **\$1,000,000.00**

2016 recommendation \$900,000.00

**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.

2016 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 **\$20,000.00** from the Undesignated Fund Balance Account as the Town's share of any approved grants.

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

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

**Article 8** To select a fish commissioner for a five year term. Bruce R. McElman (2017-2022)

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

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

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

**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 **\$516,906.85** established for the Town of Woolwich by State law in the event that the municipal budget approved under the following articles will result in a tax commitment that is greater than that property tax levy limit.

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

**Personnel & Town Officers**

**Article 12** To see if the Town will vote to raise and appropriate the sum of **\$33,536.00** for the compensation of the Town Clerk, Deputy Treasurer/Deputy Tax Collector and to authorize the Selectmen to spend any amount up to \$33,536.00. 2016 appropriation \$33,436.00

**Article 13** To see if the Town will vote to raise and appropriate the sum of **\$45,934.00** for the compensation of the Town Administrator/Town Treasurer and to authorize the Selectmen to spend any amount up to \$45,934.00. 2016 appropriation \$45,797.00

**Article 14** To see if the Town will vote to raise and appropriate the sum of **\$33,536.00** for the compensation of the Tax Collector, Deputy Town Clerk and to authorize the Selectmen to spend any amount up to \$33,536.00. 2016 appropriation \$35,115.00

**Article 15** To see if the Town will vote to raise and appropriate the sum of **\$35,000.00** for the Employee Health Insurance Account. 2016 appropriation \$35,000.00

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

	<u>2016</u>	<u>2017</u>
Selectperson	\$3,000.00	\$3,000.00
Selectperson	3,000.00	3,000.00
Selectperson	3,000.00	3,000.00
Selectperson	3,000.00	3,000.00
Selectperson	3,000.00	3,000.00
Board Chairman	1,500.00	1,500.00
Board Vice Chairman	500.00	500.00
Ballot Clerks	2,000.00	2,000.00
Registrar of Voters	250.00	250.00
Moderator	200.00	200.00
Workers Compensation	10,000.00	12,000.00
Unemployment Compensation	1,500.00	1,000.00
Social Security	18,400.00	19,800.00
Comp/Vacation Time Reimb	2,400.00	2,400.00
ICMA-Retirement Account	<u>2,874.00</u>	<u>2,826.00</u>
	<b>\$54,624.00</b>	<b>\$57,476.00</b>

**b)** To see what sum, if any, the Town will vote to raise and appropriate for the Town Officers' Account for the ensuing year. **Recommend \$57,476.00**

2016 appropriation \$54,624.00

c) To see if the Town will vote to raise and appropriate the sum of **\$6,000.00** for the salary (including mileage) to the Animal Control Officer (ACO) and to authorize the Selectmen to spend any amount up to \$6,000.00. 2016 appropriation \$6,000.00

d) To see if the Town will vote to raise and appropriate the sum of **\$26,000.00** 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 \$26,000.00. 2016 appropriation \$23,122.00

e) To see if the town will vote to raise and appropriate the sum of **\$10,000.00** for temporary help and training replacement personnel and to authorize the Selectpeople to spend any amount up to \$10,000.00. 2016 appropriation \$10,000.00

### General Government

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

	Appropriated <u>2016</u>	Recommend <u>2017</u>
General Assistance	\$3,000.00	\$3,000.00
Nequasset Church	-0-	3,500.00
Cemeteries	700.00	800.00
ACO Contingent	500.00	500.00
Codes Officer Contingent	1,500.00	1,500.00
Health Officer Contingent	500.00	500.00
Health Officer Salary	1,200.00	1,200.00
Fish Way, Up Keep/Repair	-0-	-0-
Animal Control & Care*	3,994.00	3,994.00
Planning Board	-0-	1,000.00
Conservation Commission	-0-	-0-
Agriculture Committee	-0-	-0-
Comprehensive Planning	-0-	-0-
Board of Appeals	100.00	100.00
Special Events Committee	2,000.00	-0-
Solid Waste Committee	2,500.00	2,500.00
Monument Committee	2,500.00	2,500.00
Nequasset Park Committee	-0-	500.00
Contingent	10,000.00	10,000.00
Repair of Vitals Books	500.00	500.00
Old Town House	<u>-0-</u>	<u>1,000.00</u>
	<b>\$28,994.00</b>	<b>\$33,094.00</b>

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

**Article 18** To see if the town will vote to raise and appropriate the sum of **\$53,268.00** to support the operating costs of the Patten Free Library and to authorize the Selectmen to spend any amount up to \$53,268.00. 2016 Appropriation \$52,224.00

**Article 19** To see if the town will vote to raise and appropriate the sum of **\$40,050.00** for the Office Operations account. The approximate breakdown of the account is as follows:

	<u>2016</u>	<u>2017</u>
Town Reports	\$2,400.00	\$2,400.00
Telephone and fax machine monthly usage	1,800.00	1,900.00
Postage (twice/year tax bills, etc.)	5,000.00	6,000.00
Office and computer supplies	3,000.00	2,000.00
Advertising	2,200.00	2,500.00
Printing (stationery, forms, etc.)	500.00	500.00
Computer support contract & software	12,000.00	12,000.00
Automated equipment maintenance	6,000.00	6,000.00
Training - seminars and manuals	1,000.00	1,500.00
Association dues	300.00	600.00
Election supplies and materials	2,000.00	2,000.00
Office operations contingent	750.00	750.00
Mileage Reimbursement	750.00	900.00
Mailing machine	<u>1,000.00</u>	<u>1,000.00</u>
	<b>\$38,700.00</b>	<b>\$40,050.00</b>

2016 appropriation \$38,700.00

**Article 20** To see if the town will vote to raise and appropriate the sum of **\$31,850.00** for the Municipal Building Operation of Plant account. The approximate breakdown of the account is as follows:

	<u>2016</u>	<u>2017</u>
Electricity/ CMP	\$6,000.00	\$5,000.00
Water/ BWD	1,200.00	1,200.00
Heating fuel/ oil	5,000.00	5,000.00
Photocopier Lease	4,000.00	4,500.00
Mowing and grounds maintenance	2,350.00	2,550.00
Furnace maintenance/repair	300.00	300.00
Building sprinkler system contract	500.00	600.00
Security system contract/maintenance	1,000.00	1,000.00
**Cleaning Services	5,100.00	5,100.00
Misc supplies and general building maintenance (hardware, etc.)	4,000.00	4,000.00
Elevator Maintenance	1,600.00	1,600.00
Elevator Reserve	<u>1,000.00</u>	<u>1,000.00</u>
	<b>\$32,050.00</b>	<b>\$31,850.00</b>

2016 appropriation \$32,050.00

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

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

*Note: Art. 21 includes all municipal buildings, contents, vehicles & tax acquired properties.*

2016 appropriation \$21,000.00

**Article 22** To see if the Town will authorize the Board of Selectmen to sign a one year contract with an Assessing Agent for the purpose of assessing and maintaining the equity of the property assessments. Further, to see if the town will vote to raise and appropriate the sum of **\$26,100.00** as payment to the Assessing Agent. 2016 appropriation \$20,100.00

**Article 23** To see if the Town will vote to raise and appropriate the sum of **\$2,000.00** to update the property tax maps. 2016 appropriation \$2,000.00

**Article 24** To see if the Town will vote to raise and appropriate the sum of **\$2,000.00** for the “Computer Replacement Account.” 2016 appropriation \$4,000.00

**Article 25** To see if the Town will vote to raise and appropriate the sum of **\$4,116.00** for the payment of membership dues for the Maine Municipal Association. 2016 appropriation \$3,988.00

**Article 26** To see if the Town will vote to raise and appropriate the sum of **\$8,700.00** to pay the Auditor. 2016 appropriation \$8,700.00

**Article 27** To see if the Town will vote to raise and appropriate the sum of **\$7,000.00** for the Town’s Litigation Account. 2016 appropriation \$5,000.00

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

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

2016 appropriations \$30,000.00  
\$9,000.00

**Article 29** To see if the town will vote to authorize the Selectpeople to negotiate and execute any and all agreements, including a 20-year site license, with ReVision Energy of Liberty and Portland, Maine (a solar energy design and installation company), or its successor or a similar company, and to take actions and execute documents reasonably related thereto, on terms that the Selectpeople deem appropriate, for the purpose of enabling the Town to enter into a long-term Power Purchase Agreement for solar energy.

*Explanation: This action would allow the Town of Woolwich to lease town-owned land to ReVision Energy or to a similar company. Passage of this warrant article would enable the Town and a solar energy company to enter into a long term contract for on-site solar electricity generation on town-owned property that would offset all or part of the Town’s electricity needs. Under the Power Purchase Agreement, there would be no upfront cost to the Town of Woolwich. Rather, in years one through six, the town would purchase the solar electricity from ReVision Energy at rates comparable to the Town’s current utility rates. Then, in the seventh year, the Town would have the opportunity to buy the system for an amount less than 60% of the upfront cost.*

## **Health/Welfare and Sanitation**

**Article 30** To see if the Town will vote to raise and appropriate the sum of **\$5,700.00** for the continued sampling of ground water from the installed surface water test sites at the landfill.

2016 appropriation \$5,700.00



**Article 31 a)** To see if the Town will vote to raise and appropriate the sum of **\$190,872.00\*** for complete weekly curbside refuse collection and disposal, bi-weekly curbside recycling collection and disposal and to authorize the Selectpeople to sign a one year contract with Riverside Disposal and EcoMaine for these services. 2016 appropriation \$190,120.00

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

Weekly Curbside Collection, Trash =	\$ 92,779.04
Bi-Weekly Curbside Collection, Recycling =	\$ 31,542.29
Disposal (Tipping) Fee based on est. 1000 tons =	\$ 58,500.00
Tipping fee for Recyclables (est.) 227 tons =	<u>\$ 8,050.00</u>
	<b>\$190,871.33</b>

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

**c)** To see if the Town will raise and appropriate the sum of **\$2,000.00** for the Household Hazardous Waste Collection event.\*\*

**\*\*Note: Each year in May, the City of Bath, along with area towns, sponsors a Household Hazardous Waste Collection Day. Citizens sign up to dispose of such items as oil based paints, fuels, solvents, insecticides, etc. This year the HHW day will be May 6<sup>th</sup>. You must preregister. FMI - Please see the Solid Waste & Recycling committee’s report in this book.**

2016 appropriation \$2,000.00

## 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>2016</u>	<u>2017</u>
Roads and Bridges	\$60,000.00	\$60,000.00
Street Signs	1,000.00	2,000.00
Hot Topping	90,000.00	100,000.00
Snow Plowing	413,148.00	417,693.00
Street Lights	4,500.00	4,500.00
Culvert Repair	<u>-0-</u>	<u>-0-</u>
	<b>\$568,648.00</b>	<b>\$584,193.00</b>

**Article 33 a)** To see if the Town will authorize the Selectmen to remove up to **\$62,000.00**, if available, from the Local Road Assistance Program (LRAP) account for hot topping town roads.

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

## Protection

**Article 34 a)** To see if the Town will raise and/or appropriate such sums of money as may be necessary for the following accounts (Appropriate **\$600.00\*\*** from WEMA account and raise & appropriate **\$74,422.00** through taxation):

	<u>2016</u>		<u>2017</u>
Hydrants (Bath)	\$17,904.00	12 @ \$1,492.00	\$17,904.00
(Wiscasset)	18,368.00	13 @ \$1,412.92	18,368.00
Fire Chief	11,500.00		11,000.00
EMS Director/Asst. Chief	3,000.00		3,000.00
Asst. Chief	3,000.00		3,000.00
Captain 1	2,000.00		1,500.00
Captain 2	-0-		1,000.00
Lieutenant 1	1,000.00		500.00
Lieutenant 2	-0-		500.00
Deputy EMS Director	1,000.00		-0-
EMS Captain X 2	-0-		1,000.00
Four sets of NFPA/OSHA Clothing	8,500.00		8,500.00
WEMA*	-0-		-0-
WEMA Director**	600.00		600.00
Inoculations/Physicals	2,500.00		2,500.00
Emergency 911	150.00		150.00
Generator Service	-0-		-0-
Generator Replacement Acct	1,000.00		1,000.00
Air Packs	2,500.00		2,500.00
Fire Hose	<u>2,000.00</u>		<u>2,000.00</u>
	<b>\$75,022.00</b>		<b>\$75,022.00</b>

\* Note: WEMA stands for Woolwich Emergency Management Agency

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

**b)** To see if the Town will vote to raise and appropriate the sum of **\$87,350.00** for the **Fire Department** account.

The breakdown of the account is as follows:

	<u>2016</u>	<u>2017</u>
Office Supplies/Expenses	\$1,000.00	\$1,000.00
Truck Fuel	4,500.00	3,500.00
Equipment Repairs	15,500.00	15,500.00
Truck Repairs	12,500.00	12,500.00
Contingent Account	5,400.00	5,400.00
Telephone	600.00	600.00
Training Expenses	3,100.00	3,100.00
New Equipment	5,000.00	5,000.00
Station Supplies	2,000.00	1,750.00
Fire Prevention	1,100.00	1,000.00
Wages	<u>38,000.00</u>	<u>38,000.00</u>
	<b>\$88,700.00</b>	<b>\$87,350.00</b>

**c) To see if the town will vote:**

- 1) To authorize the borrowing of a sum of up to \$348,000.00 for the purchase of a new fire truck;
- 2) To authorize the Treasurer and the Chairman of the Selectboard
  - a) to issue Bond(s)/Note(s) in an aggregate principal amount of up to \$348,000.00 and
  - b) to fix the date(s), maturity(ies), denomination(s), Interest rate(s), call(s) for redemption, place(s) of payment, form and other details of the Bond(s)/Note(s) on behalf of the Town of Woolwich, and
  - c) to provide for the sale or negotiation of the Bond(s)/Note(s);
- 3) To raise and appropriate the sum of **\$10,398.00** for interest payments for the first year;
- 4) To raise and appropriate the sum of **\$34,800.00** for principal payments for the first year;

**Town of Woolwich Financial Statement**

**1. Total Town Indebtedness on Bonds**

- (a) Bonds outstanding and unpaid: \$180,000.00
  - (b) Bonds authorized and unissued: \$0.00
  - (c) Bonds to be issued if this Article is approved: \$348,000.00
- TOTAL: \$528,000.00

**2. Costs**

At an estimated maximum interest rate of 4.125%, the estimated costs of this bond issue will be:

10 Years	
Principal	\$348,000.00
Interest	\$ 71,765.22
Total Debt Service	\$419,765.22

**3. Validity**

The validity of the bonds and of the voters' ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

**d) To see if the Town will vote to raise and appropriate the sum of \$44,000.00 for the Woolwich Emergency Medical Service Account. The breakdown of the account is as follows:**

	<u>2016</u>	<u>2017</u>
AEDs	2,000.00	\$2,000.00
Annual Fees	1,500.00	1,500.00
Billing Fees	500.00	500.00
Clothing	2,000.00	2,000.00
Communications	4,000.00	4,000.00
Contingency	500.00	500.00
Fuel	1,000.00	1,000.00
Medical Equipment	4,500.00	4,500.00
Medical Exams	1,000.00	1,000.00
Medical Supplies	6,000.00	6,000.00
Office Supplies	1,000.00	1,000.00
Payroll	12,000.00	12,000.00
Training	5,000.00	5,000.00
Vehicle Maintenance	<u>3,000.00</u>	<u>3,000.00</u>
	<b>\$44,000.00</b>	<b>\$44,000.00</b>

## Miscellaneous Donations

**Article 35** To see if the Town will vote to appropriate **\$400.00** from the Snowmobile Registrations Reimbursement for the Nequasset Trailbreakers Snowmobile Club. 2016 appropriation \$400.00

**Article 36** To see what sum of money the Town will vote to donate to the following local agencies:

	2016 <u>Appropriated</u>	2017 <u>Donate</u>
Bath Area Family YMCA	500.00	500.00
Bath Area Food Bank*	-0-	1,000.00
Bath Area Senior Citizens Center	825.00	850.00
Big Brothers/Big Sisters Bath/Brunswick	600.00	600.00
Jesse Albert Dental Clinic	-0-	2,500.00
Maine Maritime Boat Program	5,000.00	5,000.00
Midcoast Maine Community Action (CED)	1,440.00	1,440.00
New Hope for Women	500.00	500.00
Spectrum Generations	1,953.00	1,953.00
Sweetser	3,084.00	3,084.00
Tedford Housing	700.00	700.00
Woolwich Historical Society	<u>1,000.00</u>	<u>1,500.00</u>
	<b>\$15,602.00</b>	<b>\$19,627.00</b>

**\* First time request – submitted the required petition with proper amount of valid signatures and other necessary information.**

**Article 37** To see if the Town will vote to raise and appropriate the sum of **\$19,627.00** for donations to local agencies/organizations. 2016 appropriation \$15,602.00

## Ordinances

**Article 38** Shall the ordinance entitled “Shellfish Conservation Ordinance for the Town of Woolwich” enacted May 11, 2000, amended at special town meetings on May 9, 2002, May 6, 2004 and May 9, 2012, be repealed and shall an amended “Shellfish Conservation Ordinance for the town of Woolwich” be enacted?

Amendments are as follows:

- III. **Cancellation:** This Ordinance cancels and supersedes the Ordinance entitled Shellfish Conservation Ordinance for the Town of Woolwich, Maine which was amended and readopted on May 9, 2012. (wording changed to clarify)
- (4) The Town Clerk shall issue licenses to residents and nonresidents as allocated from ~~June~~ July 1 and until September 1, after which licenses shall be issued to residents and nonresidents on a first-come, first-served basis provided that only Woolwich commercial license holders who have purchased their licenses prior to September 1 of the previous year and who have completed twenty hours of conservation work under the supervision of the town shellfish Warden may purchase a commercial shellfish license during the first two business days of the licensing year. Any licenses, as allocated, remaining after this sale shall be available through a lottery(s) of the applicable open applications on the third business day of the licensing year.  
(changed from June 1 to July 1 per Shellfish committee)
- (6) **License Expiration Date:** Each license issued under authority of this Ordinance expires at midnight

on the ~~31<sup>st</sup> day of May~~ 30<sup>th</sup> day of June next following the date of issuance.  
(Changed from May 31<sup>st</sup> per Shellfish Committee)

(the following two paragraphs were added as a result of a suggestion from the Department of Marine Resources.)

It shall be unlawful for any person to harvest, take or possess shellfish from any areas closed by the town of Woolwich in accordance with Department of Marine Resources Regulation, Chapter 7. Harvesting shellfish in a closed area is a violation of this municipality's ordinance and is punishable under M.R.S.A. Title 12 § 6671.

Boundaries of conservation closures are explicitly defined in the conservation closure application submitted by the Town of Woolwich to the Department of Marine Resources. These permits are posted at the town office and online:

<http://www.maine.gov/dmr/shellfish-sanitation-management/programs/municipal/ordinances/towninfo.html>

(the following paragraph was added as a suggestion from Legal Services to clarify the scope of powers given to the Shellfish Warden in order to enforce the Shellfish Ordinance.)

XIII. Enforcement: This Ordinance shall be enforced by a Shellfish Warden to be appointed by the Selectboard. The Shellfish Warden shall be certified as a Law Enforcement Officer pursuant to 25 M.R.S.A. Chapter 341 and shall hold any other certifications and meet such other requirements as set forth in 12 M.R.S.A. § 6671).

~~XVI. Period of the Ordinance: This Ordinance shall remain in effect for a period of three (3) years from the effective date.~~ NOTE: The State no longer requires a term for this Ordinance.

*Note: Copies of the Ordinance are on file in the Town Clerk's office.*

**Article 39** Shall an ordinance entitled Woolwich Solid Waste Ordinance, first adopted on August 15, 1995, amended and readopted May 11, 2000 and further amended and adopted on May 9, 2002, be repealed and replaced by the enactment of an amended ordinance called "The Town of Woolwich Solid Waste, Recyclables, and Compostables Ordinance."

Amendments are as follows:

THE TOWN OF WOOLWICH  
WOOLWICH SOLID WASTE ORDINANCE  
Solid Waste, Recyclables, and Compostables ORDINANCE

I. TITLE AND AUTHORITY

This Ordinance shall be known and may be cited and referred to as the "Woolwich Solid Waste, Recycling, and Composting Ordinance." The Ordinance is adopted and pursuant to the home rule authority of the Town (including 30-A M.R.S.A. §2102 @ seq. and §2003, and 38 M.R.S.A. §1304-b).

II. PURPOSE

The purpose of this Ordinance is to promote and protect the public health, safety and welfare of the Town citizens by providing rules and standards governing the accumulation and disposal of solid waste, recycling of materials that can be reused, and composting of organic materials. FURTHER, it seeks to focus efforts to manage town waste in accordance with the State of Maine's waste management hierarchy, from highest to lowest priority, is as follows:

**1. Reduce 2. Reuse 3. Recycle 4. Compost 5. Waste-To-Energy 6. Landfill**

The Town Landfill located on Rte 127/Middle Road ~~has been~~ was permanently closed since on November 1, 1992 by order of the Maine Department of Environmental Protection (DEP). ~~Solid waste disposal now occurs pursuant to other arrangements. The contract with the Town of Wiscasset Transfer Station facility~~

~~which began November 1992 was terminated as of April 1999. The town hires Pine Tree Engineering annually for surveillance and reports to the Selectboard and DEP.~~

### III. DEFINITIONS

The following definitions shall apply in the interpretation of this Ordinance:

A. SOLID WASTE means useless, unwanted or discarded solid material with insufficient liquid content to be free-flowing, including but not limited to rubbish, garbage, refuse-derived fuel, scrap materials, junk, refuse, inert fill material and landscape refuse, but does not include hazardous waste, biomedical waste, septic tank sludge or agricultural wastes. The fact that a solid waste or constituent of the waste may have value or other use or may be sold or exchanged does not exclude it from this definition.

B. ~~SOLID WASTE FACILITY~~ means any facility, whether located within or outside the Town for the collection, storage, transfer and/or disposal of solid waste recyclables, and composting materials from any source within the Town.

C. SOLID WASTE DISPOSAL ARRANGEMENT means the Town's arrangement(s), in effect at any given time, for the disposal of solid waste from any source within the Town. The arrangement(s) may be with any facility and by agreement, contract, ordinance or other means or a combination thereof.

D. RECYCLABLES include plastic, paper, glass, metal, cardboard as listed on the town website: www.woolwich.us. Items are NOT accepted are listed here as well.

E. COMPOSTABLES include organic waste and other compostable scraps.

### IV. GENERAL PROVISION; VIOLATIONS

Unless otherwise authorized, it is a violation of this Ordinance for any person:

A. To dispose of any solid waste, or to accumulate any solid waste (or allow it to be accumulated) in a manner which would constitute an annoyance, nuisance, public health or fire safety hazard. This provision does not apply to earth fill materials and does not prohibit compost piles or covered subsurface packaged garbage decomposing units so long as no annoyance, nuisance, ground or surface water pollution or any other health hazard is created thereby. ~~Any unauthorized accumulation of solid waste existing on the effective date of this Ordinance, shall, within thirty days thereafter, if not removed be deemed a violation of this Ordinance.~~

B. To dispose of any solid waste upon any shore or into any harbor, bay, or other waters within the Town of Woolwich.

C. To dispose of any solid waste from a vehicle onto any public highway or adjacent grounds.

D. To bury, burn or incinerate any solid waste within the Town, ~~provided however that this subsection does not prohibit burning of materials being used as a fuel in a furnace, boiler, fireplace, stove or cooking device and this section does not prohibit any burning authorized by the Fire Chief or conducted under the direction of and with a permit granted by the Town Fire Department. To dispose of any leaf/waste with his/her household refuse, excepting that authorized by the Fire Chief or conducted under the direction of and with a permit granted by the Town Fire Department, and excepting the burning of materials used as a fuel in a furnace, boiler, fireplace, or stove. See Maine state regulations (<http://www.maine.gov/dacf/mfs/archive/fpd/downloads/openburning.pdf>) for more information.~~

### V. SOLID WASTE DISPOSAL ARRANGEMENTS

All disposal of solid waste within the town and from any source within the town shall be done in accordance with this Ordinance and with the solid waste disposal arrangements in effect from time-to-time, as specified and/or recommended by the Woolwich Solid Waste Recycling and Composting Committee and publicized by the Selectmenboard.

## VI. HAULERS

Each person intending to collect, haul, transport or dispose of solid waste for hire shall notify the Town of Woolwich Select ~~men~~board.

## VII. ENFORCEMENT AND PENALTIES

A. The Select ~~men~~board is authorized and directed to institute legal proceedings to enforce the provisions of this Ordinance and to penalize any violations thereof. The Select ~~men~~board is also authorized to remove at the expense of the owner of the property, or the owner of the waste, any solid waste which has been disposed of or accumulated on any property in violation of this Ordinance and which remains there 10 business days from date of notice has been given from the Select ~~men~~board or Code Enforcement officer to remove it.

B. Fines up to, but not accumulatively exceeding \$500 may be assessed for total violations.

C. Any person who violates any of the provisions of this Ordinance shall be liable for the penalties and enforcement provisions set forth in Title 30-A M.R.S.A. §4452, as amended.

## VIII. VALIDITY/SEVERABILITY CLAUSE

If any provision of this ordinance is ever declared invalid for any reason, such declaration shall not affect the validity of the other provisions of this Ordinance, it being the legislative intent that the provisions of this Ordinance shall be severable and remain valid notwithstanding such a declaration.

IX. EFFECTIVE DATE This Ordinance shall become effective upon enactment.

REPEAL OF PRIOR ORDINANCE PROVISIONS IN CONFLICT HEREWITH Any prior provisions of the Town Ordinances which are in conflict with the provisions of this Ordinance are hereby repealed and superseded by the provisions of this Ordinance. Adopted by Special Town Meeting vote on April 29, 2017

Attest: A true copy of the ordinance enacted at a Special Town Meeting on May 11, 2000 and amended at a Special Town Meeting on May 9, 2002. (First adopted by town meeting vote on August 15, 1995) Revised by the Woolwich Solid Waste Committee February 2017 and adopted at a Special Town Meeting on April 29, 2017.

*Copies of the Ordinance are on file in the Town Clerk's office.*

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

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

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

Given unto our hands this \_\_\_\_ day of April, 2017.

David A. King, Sr.

Jason A. Shaw

Dale E. Chadbourne

Allison L. Hepler

Allen J. Greene

Attest: Janice E. Bradford, Town Clerk of Woolwich, Maine

## Town of Woolwich Municipal Officials 7/1/16 – 6/30/17

### **Board of Selectmen:**

David A. King, Sr., Chairman  
60 Birchwood Road, Woolwich, Maine 04579

Term Expires: 31 December 2018  
(207) 442-7642

Dale E. Chadbourne, Vice Chairman  
18 Thunder Road, Woolwich, Maine 04579

Term Expires: 31 December 2019  
(207) 442-8489

Allison L. Hepler  
417 Montsweag Road, Woolwich, Maine 04579

Term Expires: 31 December 2017  
(207) 442-0754

Jason A. Shaw  
918 Old Stage Road, Woolwich, Maine 04579

Term Expires: 31 December 2017  
(207) 442-7120

Allen J. Greene  
7 Greene Way, Woolwich, Maine 04579

Term Expires: 31 December 2019  
(207) 882-6123

### **Town Administrator, Treasurer, General Assistance Administrator:**

Lynette R. Eastman  
Town Office  
13 Nequasset Road, Woolwich, Maine 04579

(207) 442-8859 fax  
(207) 442-7094

### **Tax Collector, E911 Addressing Officer, Deputy Clerk:**

Suzette Cloutier  
Town Office  
13 Nequasset Road, Woolwich, Maine 04579

(207) 442-8859 fax  
(207) 442-8723

### **Town Clerk, Deputy Tax Collector, Deputy Treasurer:**

Janice Bradford  
Town Office  
13 Nequasset Road, Woolwich, Maine 04579

(207) 442-8859 fax  
(207) 442-8723

### **Code Enforcement, Building Inspector, Plumbing Inspector:**

Bruce Engert  
Town Office  
13 Nequasset Road, Woolwich, Maine 04579

(207) 350-5282  
(207) 442-7094

### **Road Commissioner:**

Jack A. Shaw  
911 Old Stage Road, Woolwich, Maine 04579

Term Expires: 31 December 2018  
(207) 443-3932



**Fire Chief:**

Michael Demers

Town Office

13 Nequasset Road, Woolwich, Maine 04579

(207) 522-3428

(207) 443-3589

**Animal Control Officer:**

Terry MacGregor

1497 Middle Road, Dresden, Maine 04342

(207) 737-2093

**Shellfish Warden:**

Jon L. Hentz

36 Webber Road, Georgetown, Maine 04548

(207) 371-2732

**Registrar of Voters:**

Janice Bradford

Town Office

13 Nequasset Road, Woolwich, Maine 04579

(207) 442-8723

**Health Officer:**

Paul H. Dumdey, M.D.

346 River Road, Woolwich, Maine 04579

(207) 443-3479

**Director of Emergency Management Agency:**

Dickey Brigance

Town Office

13 Nequasset Road, Woolwich, Maine 04579

(207) 319-8804

(207) 443-3589

(207) 443-6726

**EMS Director:**

Brian Carlton

Town Office

13 Nequasset Road, Woolwich, Maine 04579

(207) 837-8457

(207) 442-7094

**Fish Commissioners:**

William D. Potter, Chair

2016-2021

443-9633

John D. Chapman

2015-2020

443-6396

Bruce R. McElman

2012-2017

443-4877

Raymond E. Robson, Jr.

2013-2018

442-8746

Robert E. Stevens

2014-2019

443-4535

**School Board Directors:**

Jennifer Ritch-Smith

Term Expires:

November 2017

443-2549

Timothy Harkins

Term Expires:

November 2017

442-8134

Stephen August

Term Expires:

November 2018

Louis Ensel

Term Expires:

November 2018

**State Legislature Information:**

Senator Eloise Vitelli

**State Address:**

Senate Chamber

3 State House Station

Augusta, Maine 04333-0003

(207) 287-1515

1-800-423-6900 (sessions only)

TTY Line (207) 287-1583

Senate District 23

**Home Address:**

73 Newtown Road

Arrowsic, ME 04530

(207) 443-4660

Email – Eloise.Vitelli@legislature.maine.gov

Rep. Jeffrey K. Pierce

**State Address:**

House of Representatives

2 State House Station

Augusta, Maine 04333-0002

(207) 287-1400 (voice)

1-800-423-2900 (sessions only)

TTY Please use Maine Relay 711

House District 53

**Home Address:**

PO Box 51

Dresden, ME 04342

(207) 737-9051

(207) 441-3006

Email – Jeff.Pierce@legislature.maine.gov

Updated 2/14/17



## Citizen Committee List — 2016 - 2017

<u>NAME</u>	<u>ADDRESS</u>	<u>EVENING PHONE</u>	<u>TERM EXPIRES</u>
<b><u>AGRICULTURAL/FOREST RESOURCES COMMITTEE</u></b> --meets as needed			
Joan Jordan	858 Old Stage Road	443-9080	6/30/17
Evan Holbrook	2 Holbrook Lane	841-5741	6/30/19
Paul Goscinski	53 Ames Drive	389-4775	6/30/19
Arlene Whitney	141 Old Stage Rd	443-9489	6/30/18
One Vacancy			6/30/16
One Vacancy			6/30/17
One Vacancy			6/30/18
<b><u>BOARD OF APPEALS</u></b> --meets as needed			
Gregory Doak	46 Old Stage Road	442-7281	6/30/17
Faylene Webster	47 Old Arrowsic Road	389-4431	6/30/17
Linda Crawford	67 Gotham Woods Lane	841-9411	6/30/18
One Vacancy			6/30/18
Two Vacancies			6/30/19
<b><u>CEMETERY COMMITTEE</u></b> --			
David Bailey	384 Mountain Road	882-5461	
Peter North	12 Acadia Shores	319-7580	
Arlene Whitney	141 Old Stage Road	443-9489	
Two Vacancies – Regular members			
Two Vacancies – Alternate members			
<b><u>COMPREHENSIVE PLAN REVIEW COMMITTEE</u></b> --			
*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	
<b><u>CONSERVATION COMMISSION</u></b> --meets as needed			
Joan Jordan, VC	858 Old Stage Rd	443-9080	6/30/17
Evan Holbrook	2 Holbrook Lane	41-5741	6/30/19
Paul Goscinski	55 Ames Drive	389-4775	6/30/18
One Vacancy			6/30/18
One Vacancy			6/30/19
One Vacancy			6/30/17

**FAIR HEARING AUTHORITY**--meets as needed

Paul Dumdey	346 River Road	443-3479
Selectman Representative		

**MONUMENT COMMITTEE**--meets as needed

Robert Meade	PO Box 201	443-2580
Jason Warnke	148 Hedge Bridge Rd	443-2814
Arlene Whitney	141 Old Stage Rd	443-9489
Two Vacancies		

**NEQUASSET CHURCH COMMITTEE**--meets as needed

Sylvia Carlton	PO Box 482	443-6994
Deborah Locke	201 River Road	443-5684
Pat Shaw		
Christine Hallowell	108 Pushard Road, Dresden	737-2759
Barbara Richards	369 Barley Neck Road	443-2869

**NEQUASSET PARK IMPROVEMENT COMMITTEE**--(Ad Hoc) meets as needed

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

**PLANNING BOARD**--meets first Monday of month 7:15 p.m.

*Greg Buczkowski	44 Pleasant Cove Drive	522-9081	6/30/17
Deborah Locke	201 River Road	443-5684	6/30/17
Charon Curtis	193 Dana Mill Rd	522-0696	6/30/18
Gaius Hennin	242 Barley Neck Rd	751-6432	6/30/19
One Vacancy			6/30/17
James Gabor, Alt	26 Ferry Road	751-2859	6/30/19
Thomas Stoner, Alt	19 Jakes Run	610-368-7077	6/30/18

**PUBLIC COMMUNICATIONS COMMITTEE**--meets second Wednesday of Month

Allison Hepler ex-officio			
Caelie Smith	258 Middle Rd	443-5221	6/30/18
Roger Baffer	721 Middle Rd	442-7052	6/30/18
James Collins	29 Nequasset Pines	607-1684	6/30/19
Rebecca Roche	918 Old Stage Road		6/30/17
James Barry Todd	25 Nequasset Pines	443-3359	6/30/19
Alternates - Two Vacancies			

**RECREATION COMMITTEE--**

*Elizabeth Harrington, Admin	PO Box 145	319-6730	
Leslie Gallant	35 Gallant Way	751-3420	
Dena Bachman	398 Bald Head Rd, Arrowsic	617-850-2033	
Steven McKay	8 Wagon Wheel Lane	650-5307	
Jason Libby	42 Trott Road	443-2941	
Greg Smith	352 Murphy Corner Rd	939-1790	

**REPRESENTATIVE TO BATH WATER DISTRICT**

Michael Sinton		442-7753	10/31/20
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**ROAD COMMITTEE--meets as needed**

Jack Shaw, ex-officio		443-3932	
Robert Meade	P.O. Box 201	443-2580	6/30/17
Linda Potts-Crawford	66 Gotham Woods	841-9411	6/30/19
Evan Holbrook	2 Holbrook Lane	841-5741	6/30/18
Arlene Whitney	141 Old Stage Rd	443-9489	6/30/17
One Vacancy			6/30/19

**SHELLFISH CONSERVATION COMMITTEE--meets 1<sup>st</sup> Tuesday of each month @ 6:00 PM**

*Daniel Harrington	274 Dana Mill Road	443-2104	6/30/17
Timothy LaRoche	357 Chopps Cross Rd	319-9890	6/30/19
Paul Dumdey	346 River Rd	443-3479	6/30/17
Stephen Lackovic	PO Box 282 Bristol	563-1078	6/30/19
Two Vacancies			6/30/18
One Vacancy			6/30/19

**SOLID WASTE AND RECYCLING COMMITTEE--meets 3<sup>rd</sup> Wednesday of each month 7:00 PM**

Terry Hanna	1347 Middle Rd	443-2679	6/30/17
Fred Kahrl	937 Middle Rd	442-8497	6/30/17
Linda Crawford	66 Gotham Woods	841-9411	6/30/19
Donald Adams	99 Shaw Road	443-4266	6/30/19
Clark Granger	191 Phipps Point Rd	242-9042	6/30/19
*Jonathan Appleyard	26 Montsweag Rd	389-4292	6/30/18
Allen Brawn	888 Middle Rd	443-2227	6/30/18

**SPECIAL EVENTS COMMITTEE--meets as needed**

Allison Hepler, ex-officio		442-0754	
*Collette Coombs	8 Brookside Drive	443-3570	6/30/17
Linda Crawford	67 Gotham Woods Lane	841-9411	6/30/17
Janet Stephen	97 Norway Drive	389-6170	6/30/19
One Vacancy			6/30/18

\* Committee Chairperson  
Alt/Assoc Alternate Member

**Corrections to this list should be forwarded to the Town Administrator at the Town Office**

**Email: administrator@woolwich.us • Phone: (442-7094)**

Updated 01/25/2017

## Town of Woolwich 2017 Holiday Schedule

### HOLIDAY

New Year's Day  
 Martin Luther King, Jr. Day  
 Washington's Birthday/President's Day  
 Patriots Day  
 Memorial Day  
 Independence Day  
 Labor Day  
 Columbus Day  
 Veterans Day  
 Thanksgiving Day  
 Thanksgiving Friday  
 Christmas Day

### DATE OBSERVED

Monday, January 2, 2017  
 Monday, January 16, 2017  
 Monday, February 20, 2017  
 Monday, April 17, 2017  
 Monday, May 29, 2017  
 Tuesday, July 4, 2017  
 Monday, September 4, 2017  
 Monday, October 9, 2017  
 Friday, November 10, 2017  
 Thursday, November 23, 2017  
 Friday, November 24, 2017  
 Monday, December 25, 2017

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



## Board of Assessors' Notice

### Assessors' Note:

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

### Reduced Valuations for Land:

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

### Property Tax Abatement:

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

### Tax Exemptions:

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

1. Veterans who have reached the age of 62 on or before April 1<sup>st</sup>.
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 who is in receipt of a pension for the service-connected death of her child.
6. Maine Homestead Exemption – This program is open to any resident who has owned a home in Maine for twelve months and it is their primary place of residence.

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

### Property Tax Fairness Credit:

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

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

By Jo Josephson, Staff Writer, Maine Townsman

### HOW CAN I PREPARE FOR TOWN MEETING

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

### DO I HAVE TO KNOW PARLIAMENTARY PROCEDURE TO PARTICIPATE?

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

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

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

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

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

### WHAT DO THE FOLLOWING WORDS MEAN?

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

## United States Senate

Washington, DC

Dear Friends of Woolwich:

Since being sworn into the Senate in 2013, I have made it my mission to address at the federal level the most important issues facing our great state. Working closely with my colleagues in the Maine Congressional Delegation, we've been able to successfully secure a number of legislative victories that support our state's economy, our rich traditions, and the hardworking people I am proud to represent.

In an increasingly polarized Congress, my goal as an Independent is to put partisanship aside, build consensus and further common-sense solutions to address the needs of the American people. To this end, I have cofounded the Former Governors Caucus, a group of former state executives who are frustrated with legislative gridlock and eager to find bipartisan solutions. And as always, I aim to bridge the partisan divide by hosting barbeque dinners in Washington with colleagues ranging from Ted Cruz to Elizabeth Warren. If you know a person's children, then you see them as a mother or father and not a rival vote, and working to further personal dialogue and build relationships can lay the foundation for successful legislation.

One of the accomplishments of which I am most proud is the legislative victory that protects our college students and their families from an expensive hike in student loan interest rates. In 2013, as students faced a significant spike in interest rates that would have taken thousands of dollars out of their pockets, I brought together colleagues from across the political spectrum to broker compromise legislation called the Bipartisan Student Loan Certainty Act. Thanks to this bill, students will save \$50 billion over the next 10 years by lowering their interest rates, which means that a student in Maine will now save between \$3,000 and \$6,000 over the life of their loan.

Being an Independent in the Senate has allowed me to make calls and vote on policies that are best for Maine, but it has also made it possible to play key roles in finding simple solutions and legislative fixes that make good commonsense to both parties. Of course, much of what we do in the Senate doesn't happen on the Senate floor, or even in committee. Instead, it involves working across all levels of government to ensure the State of Maine receives attention and support from the federal government.

Take, for example, the opioid and heroin epidemic devastating communities across our state. While Congress has passed legislative solutions aimed at expanding access to medical treatment, I've also pressed for other changes that can be accomplished more quickly and make a more immediate difference in Maine. For example, I successfully urged the U.S. Department of Health and Human Services to increase the number of patients to whom a doctor can provide medication-assisted treatment, and in 2015 brought the Director of the Office of National Drug Control Policy to Brewer to meet directly with Mainers and hear their stories. I've also engaged law enforcement – including the Drug Enforcement Agency – to crack down on the production of opioids and work to limit their diversion. Together, Senator Collins and I helped pass the Northern Border Security Review Act to combat drug and human trafficking along our border with Canada.

While the opioid epidemic is certainly our biggest public health crisis, job loss in Maine is still our number one economic problem and that's why we need to focus on bringing good paying jobs back to Maine and protecting the ones we still have. As a member of the Armed Services Committee, I teamed up with Senator Collins and Representative Poliquin to successfully secure a provision in the defense bill that can help domestic shoe manufacturers like New Balance. The three of us also worked together with the Department of Commerce to establish an Economic Development Assessment Team, known as an EDAT, to assist Maine's forest industry in the wake of several mill closures. We have an incredible spirit of

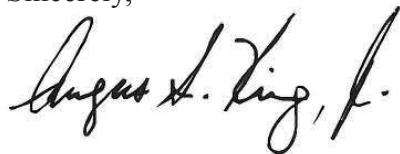
innovation and ingenuity in Maine and I believe finding ways to invest in that spirit will reignite Maine's forest products sector and our economy. Part of our economic path forward must also include expanding access to highspeed broadband, which can help connect our businesses and communities to information and economic opportunities.

As a member of the Senate Armed Services and Intelligence Committees, I work to keep Maine and our nation safe. Part of that important work means continuing to work for funding for the construction of Navy ships that will be used to protect American interests across the globe. We all know that "Bath Built is Best Built," which is why I've fought to authorize funding for Navy ships built at BIW. The best way to preserve peace is by deterring war through unassailable strength, and to do that we must support our shipbuilders and our brave service members and invest in our military. I strive to meet this solemn responsibility every day as a member of these committees, which is why I hardly ever miss a hearing and take great care in overseeing the agencies sworn to keep us safe. Armed Services Chairman John McCain called me "one of the most serious and hard-working members" of the Committee, and that's a humbling compliment from a true American hero.

As always, please call or write me with thoughts or concerns with matters currently before Congress, or if you need assistance navigating a federal agency. As a public servant, it is critical to me to listen and learn from you, which is why staying connected with people from all over our beautiful state remains a top priority for my work in the Senate. Please call my toll-free line at 1-800-432-1599 or one of my offices: Augusta (207)622-8292, Bangor (207)945-8000, Presque Isle (207)764-5124, Scarborough (207)883-1588, or Washington, D.C. (202)224-5344. You can also write me on our website at [www.king.senate.gov/contact](http://www.king.senate.gov/contact).

It is an honor and a privilege serving the people of Maine in the Senate, and I look forward to working with you in our search for a more perfect Union.

Sincerely,

A handwritten signature in black ink that reads "Angus S. King, Jr." The signature is written in a cursive style with a large, stylized initial 'A'.

ANGUS S. KING, JR.  
United States Senator

## United States Senate

Washington, DC

It is an honor to represent Maine in the United States Senate. I am grateful for the trust the people of our State have placed in me and welcome this opportunity to share some key accomplishments.

Growing our economy by encouraging job creation remains a top priority. The tax relief bill enacted during this last Congress contains provisions I authored to provide small businesses with the certainty that they need to invest, grow, and, most important, hire new workers. The 2017 National Defense Authorization Act includes a provision the Maine delegation worked together to champion requiring that military recruits be provided with athletic footwear made in America, as is required for other equipment and uniform items whenever possible. This is a great victory for our troops and for the 900 skilled workers at New Balance factories here in Maine.

Maine's contributions to our national security stretch from Kittery to Limestone. As a senior member of the Appropriations Committee, I successfully advocated for critical funding for projects at the Portsmouth Naval Shipyard and \$1 billion towards the construction of an additional ship that will likely be built at Bath Iron Works. This funding will strengthen the Navy and our national security, and the additional destroyer will help meet the Navy's goal of a 355-ship fleet.

Maine's growing population of older individuals creates many challenges. That's why, as Chairman of the Senate Aging Committee, my top three priorities are fighting fraud and financial abuse directed at our nation's seniors, increasing investments in biomedical research, and improving retirement security.

The Aging Committee's toll-free hotline (1-855-303-9470) makes it easier for senior citizens to report suspected fraud and receive assistance. Last May, a call to the hotline helped lead to the arrest of a national crime ring targeting seniors, and in June I worked to secure the humanitarian release of a Maine senior who had been imprisoned in Spain after being victimized by an international drug smuggling scam.

The Aging Committee also released an extensive report detailing the findings of our bipartisan investigation into the abrupt and dramatic price increases for prescription drugs whose patents expired long ago.

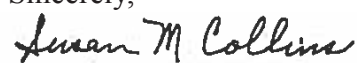
I advocated strongly for the \$2 billion increase in funding for the National Institutes of Health to advance research on such diseases as diabetes and Alzheimer's. I also championed and authored portions of the 21st Century Cures Act that will further support biomedical innovation and make significant reforms to our mental health system.

The Senate also took steps in the past year to combat the nation's heroin and opioid epidemic by passing the Comprehensive Addiction and Recovery Act (CARA), which I was proud to cosponsor. CARA is a monumental step forward in our effort to address the devastating addiction crisis affecting countless families and communities across the country and right here in Maine.

A Maine value that always guides me is our unsurpassed work ethic. In December 2016, I cast my 6,236th consecutive vote, continuing my record of never missing a roll-call vote since my Senate service began in 1997.

I appreciate 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 state office at (207) 622-8414 or visit my website at [www.collins.senate.gov](http://www.collins.senate.gov). May 2017 be a good year for you, your family, your community, and our state.

Sincerely,



United States Senator

## U.S. Representative

Dear Friends,

One of the greatest honors of my life is serving as your representative in Congress. This past year, we won some major victories for Maine families, communities, Veterans and local job creators, but there is still more work to be done. Since day one in Congress, I've worked with everyone regardless of party—Republicans, Democrats and Independents—to get the job done for Maine.

My number one priority is creating and protecting jobs. One of my main focuses this last Congress has been on helping secure 900 shoe manufacturing jobs in Maine at New Balance. For years, Maine politicians have worked unsuccessfully to get legislation through in Congress to require the Department of Defense (DOD) to adhere to the Berry Amendment, a provision which requires the DOD to use American-made products for new recruits whenever possible. New Balance is one of the few companies that continues to hire American workers and produce footwear here in the U.S.

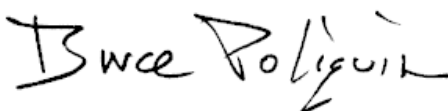
I am absolutely thrilled that, after a months-long and hard fought effort, we finally had this monumental language officially signed into law this past year. This is a huge accomplishment, and I'm not going to let up an inch until it is fully implemented to secure the 900 Maine jobs at Skowhegan, Norway and Norridgewock.

In Congress, I have also been a steadfast opponent of bad and unfair trade deals, namely the Trans-Pacific Partnership (TPP), which have the potential to hurt jobs and local businesses in Maine. That's why I voted, twice, against "fast track" trade authority, or trade promotion authority, despite pressure from powerful Washington special interest groups and leaders of my own party. I don't work for any one party—I work for you, the people of Maine.

I am also extremely proud of the services that our Congressional office has been able to provide to help hundreds of Mainers in the past two years. Whether it is a Veteran experiencing issues at the VA or a citizen needing assistance with a case at the IRS, my staff is available to help. I encourage anyone who is experiencing problems with a government agency, including our Veterans when dealing with the VA, to contact one of my Congressional offices in Maine—Bangor (942-0583), Lewiston (784-0768), Presque Isle (764-1968)—or visit my website at [Poliquin.House.Gov](http://Poliquin.House.Gov).

There is much more work to be done. Our Great State of Maine and our Nation face many critical challenges. Please know that I am working hard, every day, to serve you and that I will continue to work here at home and in Washington for our families, local businesses and communities. It is an honor to represent you and our fellow Mainers in Congress.

Best wishes,

A handwritten signature in black ink that reads "Bruce Poliquin". The signature is written in a cursive, slightly slanted style.

Bruce Poliquin  
Member of Congress

2162 RAYBURN HOUSE OFFICE BUILDING  
WASHINGTON, DC 20515

PHONE: 202-225-6116  
FAX: 202-225-5590

WWW.PINGREE.HOUSE.GOV



COMMITTEE ON APPROPRIATIONS

SUBCOMMITTEES:

AGRICULTURE, RURAL DEVELOPMENT, AND  
RELATED AGENCIES

INTERIOR, ENVIRONMENT, AND RELATED  
AGENCIES

CHELLIE PINGREE  
CONGRESS OF THE UNITED STATES

Dear Friend,

I hope this letter finds you well. It's a privilege to share an update on my work to represent you and your family in Washington and in Maine.

As always, the interests of my constituents are what guide my work. There are many things I could talk about in that regard. But I want to focus here on one issue of particular importance—economic development. Having good-paying jobs allows future generations to make this wonderful state their home. With that goal in mind, I'm working to address Maine's economic challenges and capitalize on its opportunities.

One such opportunity is agriculture, where Maine is bucking national trends. The average age of our farmers is actually going down while acreage in cultivation is going up. Consumer demand for local food is driving that growth. I've been successful in reforming federal policies to help farmers and processors meet that demand. My work will continue this year as Congress reauthorizes the Farm Bill.

I'm also working to support jobs in our coastal communities. Last year, I helped block Sweden's proposed ban on the export of Maine lobsters to the European Union. I also introduced legislation to lift unnecessary regulations on seafood exporters and invest in working waterfront infrastructure.

On the House Appropriations Committee, I'm defending federal programs that support jobs throughout Maine. These programs invest in worthy projects that are beyond the reach of private, municipal, or state resources. In our state, they provide loans to small businesses, clean polluted sites for redevelopment, find new marketable uses for Maine's natural resources, build broadband infrastructure, and much more.

Aside from economic development, advocating for Maine veterans is one of my highest priorities. With Congress' current agenda, I'm also fighting to defend Medicare and Social Security, protect clean air and water, and ensure that our communities have the resources to address hunger, homelessness and lack of health care access.

Just as important as my policy work in Washington is what my office does to help individuals in Maine. Every year, my staff helps hundreds of constituents who have issues with federal agencies or programs. Please call my Portland office at (207) 774-5019 for assistance. It's an honor to serve you.

Take care,

Chellie Pingree  
Member of Congress

2 PORTLAND FISH PIER, SUITE 304  
PORTLAND, ME 04101  
PHONE: 207-774-5019  
FAX: 207-871-0720



1 SILVER STREET  
WATERVILLE, ME 04902  
PHONE: 207-873-5713  
FAX: 207-873-5717

## Governor's Report

Dear Citizens of Woolwich:

Maine has a long tradition of civil participation in both state and local government, and I thank you for being informed and involved citizens.

My vision for Maine is prosperity, not poverty. For this reason, one of my top priorities continues to be the reduction and eventual elimination of the income tax. Raising the minimum wage is not the path out of poverty; I want Mainers to earn a career wage. Reducing the income tax is the biggest and most immediate pay raise for all hard-working Mainers.

Not only does an income tax cut put more money back in your pockets, but it will also attract businesses that can offer good-paying careers to keep our young people here. It shows the nation that we are serious about wanting people and businesses to come – and stay – in Maine.

Unfortunately, voters approved a referendum question to raise the income tax to 10.15% on successful Maine households and small businesses. Enacting the second highest income tax rate in the country shows the nation we are eager to punish people for being successful. It will drive them out of our state and make it even more difficult to attract much-needed doctors, dentists, scientists, engineers and other professionals to Maine. They can live in neighboring New Hampshire, which takes no income tax from their paychecks. Even worse, there is no guarantee the extra revenue from this tax will go to fund education, as proponents promised.

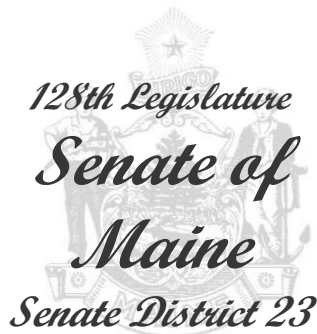
As successful people leave Maine, state and municipal government will lose the significant amount they pay in property, sales and income taxes. This will put even more upward pressure on local property taxes. Municipalities will have to get more creative to provide local services without increasing property taxes. Reforming the tree growth program, collecting property taxes on land in conservation or preservation programs, charging a payment in lieu of taxes on state land that is taken off the property tax rolls and having non-profit organizations pay a two-percent tax on their net revenues are all ways for municipalities to increase revenues.

Such bold measures would take strong leadership and commitment from local officials and residents. If ever I can be of assistance to you or if you have any questions or suggestions, I encourage you to contact my office by calling 287-3531 or by visiting our website at [www.maine.gov/governor](http://www.maine.gov/governor).

Sincerely,



PAUL R. LEPAGE, Governor



**Senator Eloise Vitelli**  
3 State House Station  
Augusta, ME 04333-0003  
(207) 287-1515

Dear Residents of Woolwich,

It is an honor and privilege to serve as your Senator in the Maine State Legislature. This year is the first year of the 128<sup>th</sup> Legislature and I look forward to the work ahead!

As happens every year in the Legislature, my colleagues and I are working on hundreds of pieces of legislation. This year I have submitted several bills focused on economic development and education. Since I understand that Mainers need the skills for good paying jobs, I will be submitting a bill focused on expanding workforce training programs. In addition I will be submitting two education bills aimed at reducing student debt burdens. Our young people should be starting their life with a leg up, not a financial burden.

For this legislative session, I will be serving on the Marine Resources Committee. In this role and as your voice in the Legislature, I will advocate for government that serves Maine people well and meets the needs of our region. Though we face significant challenges, we live in a place with great natural resources, a highly regarded work ethic, and a strong sense of community. If we all work together, I am confident about a better future for our children and grandchildren.

If I can be of assistance, please do not hesitate to contact me with questions, comments, concerns. You can reach me through email at [Eloise.Vitelli@legislature.maine.gov](mailto:Eloise.Vitelli@legislature.maine.gov) or at my office at 287-1515.

Kind regards,

A handwritten signature in cursive script that reads 'Eloise Vitelli'.

Senator Eloise Vitelli





HOUSE OF REPRESENTATIVES  
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**Jeff Pierce**

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January 2017

Dear Friends and Neighbors,

Thank you for electing me to a second term as State Representative for House District 53. It is truly an honor to be your voice in Augusta.

Legislative Leadership has appointed me as the House Republican Lead on the Government Oversight Committee. The purpose of this committee is to oversee program evaluation and government accountability matters in State government. The Committee seeks to ensure that public funds are expended for intended purposes, and that programs and activities are effectively, efficiently and economically managed. I take this job very seriously. Increasing the efficiency of government is one of my top priorities as a State Representative.

In addition to the Government Oversight Committee, I will also serve on the Joint Standing Committee for Environment and Natural Resources. On this panel, the other members and I will oversee the Department of Environmental Protection as well as legislation impacting our air, water and our other natural resources.

In order for me to represent you in the best ways possible, I need to hear your thoughts on all the issues that are important to you. Please, don't hesitate to contact me anytime you feel you need my assistance. I may not know all the answers, but I will do my best, to help you discover a solution to the problem. Moreover, I encourage you to monitor all legislative proposals being worked on at the State House by visiting the Legislature's website at [www.legislature.maine.gov](http://www.legislature.maine.gov). From here you can browse bill summaries and roll call votes, view session and public hearing schedules, listen to committee hearings or watch live streaming video of the House and Senate.

Once again, thank you for the opportunity to represent you, the people of District 53. Please call me anytime at **737-9051** or email at [Jeffrey.Pierce@legislature.maine.gov](mailto:Jeffrey.Pierce@legislature.maine.gov) to keep me updated on those concerns. If you would like to be added to my email update list, you can do so by emailing me directly with your request.

Sincerely,

Jeffrey Pierce  
 State Representative



# COUNTY OF SAGADAHOC

## COMMISSIONER CAROL A. GROSE

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

Dear Friends and Neighbors,

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

As we move forward in an economic climate which for us is accentuated by the uncertainty of issues such as union contract negotiations and the funding of county jails, the Commissioners remain acutely aware of the impact the County tax assessment has on Sagadahoc municipalities. In FY 2016-17 the amount to be raised through taxes decreased by 0.14%, and we remain committed to minimizing increases as we enter into the FY 2017-18 budget process.

During 2016, the County's many activities and accomplishments included the following:

- **Administration** continued to oversee the self-funded health insurance program, which had a rate increase of only 3% for the first year (vs. an increase of 6.25% by our previous insurer).
- **Probate Court** was busy processing petitions for guardianship, conservatorship, change of name, adoption, and estates. They also processed passport applications and continued to back-scan records into an electronic database.
- **Deeds** continued its efforts to make all documents available for viewing at [sagadahocdeedsme.com](http://sagadahocdeedsme.com). They also stayed busy handling increased recordings due to the improved housing market.
- The **Emergency Management Agency** welcomed new Director Sarah Bennett, who continued to work on the planning and implementation of regional training; assist local EMA Directors and community officials to meet federal emergency preparedness requirements; and collaborate with area emergency responders and public health agencies.
- The **Communications Center** continued to make significant equipment upgrades. In addition, a joint Task Force was established with the County's Fire Chiefs to explore long term improvements to the E-911 system.
- The **District Attorney's Office** handled a high volume of court cases and added a part-time employee to assist with the implementation of a new court process.
- The **Sheriff's Office** saw a decrease of approximately 1.4% in the number of calls when compared with 2015, from 5,207 to 5,133. The **Transport Division** handled 904 transports last year and continued to monitor inmates on home release. The community public works program resulted in the performance of approximately 2,725 hours of labor in Sagadahoc County, saving over \$56,800 in labor costs. The **Civil Division** continues to serve orders and writs in a consistently professional manner.

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

Sincerely,  
Carol A. Grose

## CEO Report

### 2016 Building Permits

Building permits issued during 2016 totaled 50, which is slightly up compared to 2015. There were 7 new stick built homes, 5 modular homes, and 2 mobile homes - 1 used & 1 new double wide. The owner declared value for these is \$3,079,025.00 and permit fees of \$6,748.85. There were 36 additional permits issued for 11 garages, 11 additions/renovations, 3 open decks, 2 barns, 2 commercial antenna replacements, and 7 various others with permit revenue of \$3,924.15 and declared value \$1,578,500.00.

All things considered, 2016 was about on par with 2015 with a slight increase in total permit fee revenue and a slight decrease in owner declared value.

Keeping up with the constantly changing State code related statutes and regulations, as well as the Maine Uniform Building and Energy Code, Maine State Fire Marshall's Life Safety NFPA 101, ADA has been challenging, not to mention time consuming. That, combined with a significant increase in building starts and plumbing inspections, has contributed to more time in the field.

On the horizon are a few needed ordinance issues for your consideration. Due to resident concerns and current ordinance ambiguities, the Town's Blasting Ordinance is in need of review and possible rewording. A new Noise Ordinance is currently being developed by the Planning Board and will need Town approval. On that note, it has been a pleasure working with former Planning Board Chairman and newly elected Selectman, Alan Greene. Another new concept which will need the Planning Board's attention is "Small Homes." Currently there are no provisions for them in Woolwich's ordinances.

It has been a rewarding experience and a pleasure working with the residents and taxpayers of Woolwich.

Sincerely,  
Bruce Engert,  
Woolwich CEO, Building Official

### Detail of 2016 Building Permits

DATE	PERMIT #	NAME	ADDRESS	DISCRIPTION	COST	FEE
1/4/2016	1	MISSAL, KATHERINE	3 HALL ROAD	ADDITION	\$75,000	\$ 133.00
1/12/2016	2	CROTEAU, ANTHONY	MONTSWEAG WOODS RD	NEW HOUSE	\$349,000	\$421.20
1/28/2016	3	KEEFE, ANTHONY	21 OTIS SHORES	NEW HOUSE	\$400,000	\$614.00
2/1/2016	4	MCELMAN INC	166 MAIN STREET	RENOVATION/ADD	\$500,000	\$243.75
3/17/2016	5	WALLACE, CLINTON L.	716 MOUNTAIN ROAD	POLE BARN	\$3,500	\$24.00
3/17/2016	5A	WALLACE, CLINTON L.	716 MOUNTAIN ROAD	SHED	\$2,500	\$24.00
3/29/2016	6	EMPIRE TELECOM USA LLC	161 MAIN STREET	MODIFICATION	\$25,000	\$250.00
4/19/2016	7	GILBERT, DAN	72 BIRCHWOOD	OPEN DECK	\$11,900	\$36.00
4/26/2016	8	SKILLIN, NICHOLAS	16 MACKENZIE LANE	NEW M/H	\$44,000	\$152.25
4/28/2016	9	KIMBALL, ALAN	296 MURPHYS CORNER RD	GARAGE	\$41,500	\$144.00

4/28/2016	10	MOSIER, BETSY J.		1047 MIDDLE ROAD		PRE/FAB GARAGE	\$5,500	\$28.80
4/21/2016	11	ALLISOT, DONALD		119 MAIN STREET		ADDITION	\$2,500	\$20.00
5/10/2016	12	MURPHY, PATRICK		22 MOE ACRE LANE		GARAGE	\$30,000	\$166.40
5/19/2016	13	SCHIAVI CUSTOM BUILDEF		OLD STAGE ROAD		NEW MOD HOME	\$306,000	\$522.15
5/24/2016	14	TITCOMB, RONALD		612 MOUNTAIN ROAD		NEW HOUSE	\$100,000	\$248.65
5/24/2016	15	PIERSON, RUSSELL		43 BARLEY NECK ROAD		ADDITION/ALTER	\$4,000	\$35.70
6/7/2016	16	AHLERS, HAROLD		78 GEORGE WRIGHT RD		ADDITION	\$25,000	\$27.00
6/9/2016	17	BURNETT, STUART		133 MONTSWEAG RD		2 STORY GARAGE	\$50,000	\$107.25
6/14/2016	18	CHUBBUCK, TIM		41 WALKER ROAD		FARMERS PORCH	\$20,000	\$84.60
6/21/2016	19	NADEAU, MELISSA		MONTSWEAG WOODS LN		NEW HOUSE	\$80,000	\$782.50
7/19/2016	20	BRYANT, JACOB		HOCKOMOCK ROAD		MODULAR HOUSE	\$200,000	\$412.00
7/19/2016	21	BRAWN, ROGER		85 STONEY CREEK DRIVE		NEW HOUSE	\$150,000	\$551.80
7/26/2016	22	DORSEY, MATTHEW		1022 MIDDLE ROAD		ADDITION/ALTER	\$100,000	\$92.40
7/26/2016	23	HASSON, GARY L.		90 WESTON ROAD		ADDITION/ALTER	\$7,800.00	\$76.50
7/26/2016	24	SULLIVAN, EDWARD		LEDGEVIEW LANE		GARAGE/APT	\$30,000	\$265.20
7/19/2016	25	APPLEBEE, AMY		647 RIVER ROAD		FARMERS PORCH	\$10,000	\$21.60
7/21/2016	26	KING, TIFFANY		81 BARLEY NECK ROAD		GARAGE	\$25,000	\$80.00
8/2/2016	27	LEER, BOB		NEQUASSET LAKE		ADDITION/ALTER	\$25,000	\$63.00
8/4/2016	28	CHADBOURNE, DALE		18 THUNDER ROAD		GARAGE	\$40,000	\$100.80
7/28/2016	29	PHILLIPS, DAVID S.		1176 OLD STAGE ROAD		GARAGE	\$30,000	\$138.40
8/4/2016	30	PAOLINI, ROSMARIE		53 OVERMILLER DRIVE		USED M/H	\$28,495	\$117.60
8/9/2016	31	U.S. CELLULAR		U.S. ROUTE 1		ANTENNA/RENOV	\$5,500	\$ 250.00
8/11/2016	32	REED, WILLIAM E. III		173 NEQUASSET ROAD		BARN/2 STORY	\$25,000	\$81.60
8/16/2016	33	CHARTIER, DAVID		121 PHIPPS POINT RD		SHED/ADDITION	\$3,000	\$44.80
9/13/2016	34	LIBERMAN, LAUREN		368 MURPHYS CORNER RD		GARAGE	\$25,000	\$91.20
9/15/2016	35	GREENE, BRANDY		GREEN WAY		NEW MOD HOME	\$147,700	\$ 504.00
9/20/2016	36	BALDWIN, SCOTT J.		972 OLD STAGE ROAD		NEW HOUSE	\$385,000	\$1,161.60
9/27/2016	37	KEEFE, ANTHONY		39 EVERETT DOW DRIVE		NEW HOUSE	\$500,000	\$644.60
10/6/2016	38	REED JR, DAVID		6 AMBROSE DRIVE		GARAGE	\$14,000	\$76.80
10/6/2016	39	VAILLANCOURT, LEON		383 OLD STAGE ROAD		RENOVATIONS	\$250,000	\$36.00
10/13/2016	40	GRIFFIE, STEPHEN		170 RIVER ROAD		RENOVATION/ADD	\$25,000	\$294.15
10/18/2016	41	DIRIGO CUSTOM STRUCT		#4 OAK RIDGE SUBD		NEW MOE HOME	\$195,000	\$322.50
10/18/2016	42	FROHMILLER CONST		61 BROOKINGS BAY		DECK	\$25,000	\$123.50
10/25/2016	43	DARDIF, KELSIE & JEREMY		1228 OLD STAGE RD		RENOVATION/ADD	\$10,000	\$33.00
11/2/2016	44	HATCH, DEAN		45 MONTSWEAG RD.		1 YR RENEWAL	\$7,800	\$20.00
11/3/2016	45	MORTON, DAN		25 MOES ACRE LANE		GARAGE	\$30,000	\$228.00
11/15/2016	46	COMMEE-MCCOURT		406 MEADOW ROAD		DECK	\$8,500	\$31.40
11/15/2016	47	U.S. CELLULAR		151 MAIN STREET		ANTENNA/RENOV	\$5,500	\$250.00
11/17/2016	48	HALLMARK HOMES		SHAW ROAD		NEW MOD HOME	\$193,830	\$294.00
11/29/2016	49	BURGESS, CAMERON		28 PRESTON DRIVE		METAL GARAGE	\$80,000	\$201.60
							\$4,657,525	\$10,673

### 2016 Plumbing Permit Detail

There was a 34% increase in plumbing permits issued in 2016 over permits issued in 2015 totaling 51. 25 permits were for totally new or replacement subsurface wastewater systems. 5 were for partial replacements, and 21 for internal plumbing permits.

Permit revenue collected totaled \$9,085.00. The State of Maine's share was \$1,562.50, DEP's, \$375.00, with the balance, \$7,147.50, retained by the town of Woolwich.

Once again, Thanks to all the plumbers and excavating contractors involved. It's been a pleasure working with you.

Respectfully,  
Bruce Engert, LPI

### Individual Permit Detail

1/5/2016	2299	Miller, D		151 MontsweaG Woods Ln			\$40.00
1/14/2016	2300	HARVARD, PAULA		209 RIVER ROAD			\$100.00
1/28/2016	2301	KEEFE, ANTHONY		21 OTIS SHORES	\$250.00	\$15.00	
3/1/2016	2302	HAWNSELL, CLARKE		122 MIDDLE ROAD			\$100.00
3/15/2016	2303	WOOLWICH ICE CREAM		35 MAIN STREET			\$40.00
3/5/2016	2304	CROTEAU, ANTHONY		40 MONTSWEAG WOODS L			\$150.00
4/26/2016	2305	SKILLIN, NICHOLAS		16 MCKENZIE LN	\$250.00	\$15.00	
5/5/2016	2306	GODREAU, ROGER		EVERETT DOW DRIVE			\$160.00
5/12/2016	2307	BALDWIN, SCOTT		972 OLD STAGE ROAD	\$250.00	\$15.00	
5/19/2016	2308	SCHAIVI CUSTOM BUILDERS		OLD STAGE ROAD	\$250.00	\$15.00	
5/24/2016	2309	TITCOMB, KELLY		612 MOUNTAIN ROAD	\$250.00	\$15.00	
5/24/2016	2310	WRIGHT, SARAH		18 BLUFF HEAD COVE RD	\$500.00	\$15.00	
5/26/2016	2311	YEATON, VICTOR		LEDGEWOOD DRIVE	\$250.00	\$15.00	
6/7/2016	2312	PIERCE, CATHY		250 HOCKOMOCK ROAD	\$250.00	\$15.00	
6/7/2016	2313	CROTEAU, ANTHONY		40 MONTSWEAG WOODS L	\$250.00	\$15.00	
6/9/2016	2314	COX, JAMES		63 SAUNDERS ROAD			\$40.00
6/9/2016	2315	BRAUN, ROGER		851 MIDDLE ROAD	\$250.00	\$15.00	
6/21/2016	2316	PARR, III, WILLIAM		MONTSWEAG WOODS LN	\$250.00	\$15.00	
6/21/2016	2317	PARR, III, WILLIAM		MONTSWEAG WOODS LN			\$160.00
6/21/2016	2318	REED, JENNA		162 GEORGE WRIGHT ROAD	\$250.00	\$15.00	
6/23/2016	2319	STOWELL, BRIAN		309 GEORGE WRIGHT ROAD			\$40.00
7/12/2016	2320	LITTLE BROTHERS, LLC		63 GEORGE WRIGHT ROAD	\$150.00		
7/12/2016	2321	BELL, NINA		1022 MIDDLE ROAD	\$30.00		
7/9/2016	2322	KELLEY, TOM		55 GOTHAM WOODS	\$ 150.00		
7/9/2016	2323	BRYANT, JAKE		HOCKOMOCK ROAD	\$250.00	\$15.00	
7/19/2016	2324	BRAWN, ROGER		85 STONEY CREEK DRIVE	\$250.00	\$15.00	
7/19/2016	2325	BRAWN, ROGER		85 STONEY CREEK DRIVE			\$140.00
7/26/2016	2326	HASSON, GARY L.		90 WESTON ROAD			\$40.00
7/26/2016	2327	SULLIVAN, EDWARD		LEDGEVIEW LANE	\$250.00	\$15.00	
7/28/2016	2328	KNOWLES, BARRY		OLD STAGE ROAD			\$40.00
8/9/2016	2329	CAMPBELL, NEILAND N.		MIDDLE ROAD			\$70.00

8/11/2016	2330	SHAUNESEY, PHILIP	7 WOODBRIDGE ROAD	\$150.00		
8/11/2016	2331	KEPRAN, LLC	73 MIDDLE ROAD	\$250.00	\$15.00	
8/16/2016	2332	HOWELL, RANDY	164 MIDDLE ROAD			\$40.00
8/23/2016	2333	CROTEAU, ANTHONY G.	40 MONTSWEAG WOODS			\$40.00
8/23/2016	2334	JONES, GRAHAM	44 CARLTON POINT ROAD			\$40.00
8/30/2016	2335	RUTLEDGE, MICHAEL	847 OLD STAGE ROAD	\$250.00	\$15.00	
9/6/2016	2336	Longbottom, Gina	463 MOUNTAIN ROAD	\$150.00		
9/15/2016	2337	GREENE, ALLEN	GREENE WAY	\$250.00	\$15.00	
9/27/2016	2338	KEEFE, ANTHONY	LOT 14 EVERETT DOW DR	\$250.00	\$15.00	
10/13/2016	2339	DOSTIS, AIMEE	30 OLD ARROWSIC ROAD	\$250.00	\$15.00	
10/18/2016	2340	MOORE, MAUREEN	OLD STAGE ROAD	\$250.00	\$15.00	
11/27/2016	2341	FEAR, MIKE & BESTY	383 OLD STAGE ROAD			\$60.00
11/15/2016	2342	LAROCHELLE, TIM	706 MIDDLE ROAD	\$250.00	\$15.00	
11/15/2016	2343	GENTILINI, PAULA	1397 MIDDLE ROAD			\$50.00
11/17/2016	2344	HALLMARK HOMES	SHAW ROAD	\$250.00	\$15.00	
11/17/2016	2345	CAVANAUGH, SEAN	SHAW ROAD			\$40.00
12/1/2016	2346	WILLIAMS, BOB	PHIPPS POINT ROAD	\$250.00	\$15.00	
12/1/2016	2347	HATCH, DEAN	45 MONTSWEAG ROAD			\$150.00
12/6/2016	2348	LOCKAFF, FRANK	54 MIDDLE ROAD			\$40.00
12/8/2016	2349	FREEMAN, STEVEN	856 MIDDLE ROAD	\$250.00	\$15.00	
				\$3,880.00	\$195.00	\$750.00



## Woolwich Fire Department Report

In 2016 we responded to 146 fire calls, an increase of 24 calls from last year. Calls included fire suppression, motor vehicle accidents, hazardous materials spills, mutual aid, traffic control, EMS assists, commercial and residential alarms and other miscellaneous citizen assists.

The membership put in countless hours in 2016 completing all the State and Federal required trainings as well as additional training keeping all their firefighting skills up to date. We are always looking to expand our membership. Joining the fire department doesn't have to involve running into burning buildings or climbing high ladders, there are several duties that we can always use help with. We also have the junior firefighter program for ages 14-17. So please feel free to contact us and see if there's a spot for you.

We were very fortunate to receive 2 safety grants in 2016. The first grant was for a new ventilation fan valued at \$3,300. This new battery-operated fan is used to remove smoke from buildings. This 46 lb. fan only requires one firefighter to move and set up. The old 101 lb. fan was gasoline-operated and required two firefighters to move. The second grant was for a hydrogen cyanide gas meter valued at \$1,000. This meter is used to detect cancer-causing gases after a building fire. Firefighter cancer rates have greatly increased over the past several years due to materials found in homes today. When these materials burn, they are releasing dangerous carcinogens into the air. We now can monitor the air within a building after a fire to make sure it safe to enter without our breathing apparatus.

This year with the support of the Selectboard we are asking for your support to replace the 1985 GMC Tank truck. We reviewed our apparatus, their current conditions, uses and what safety standards they were lacking. Our primary pumper, Engine 3, is a 1998 and is approaching 20 years old, which is the recommended age to replace or repurpose a front-line truck. Tank 1, stationed at the North station, is 32 years old and beyond its service life. Tank 1 is primarily a water hauling truck and is not for handling structure fires or other emergencies. It has a small fire pump and carries very little equipment.

Upon reviewing our apparatus, we make the following recommendations:

- 1) Replace Tank 1 with a new pumper that meets all of today's current standards. The new pumper will be stationed at the central fire station.
- 2) Move Engine 3 to the North station. This will greatly increase the firefighting capabilities in the north end of town having a fully equipped pumper able to handle structure fires and other emergencies. Moving Engine 3 would also decrease its demand for use thus prolonging its service to the town.
- 3) Sell Tank 1 and the 2001 Pickup truck. The pickup is used to carry additional gear that we don't currently have room for on the other apparatus. The new pumper has more storage capabilities therefore eliminating the need for the pickup. Replacing 2 apparatus with 1 will reduce operational costs.

This will be the first new apparatus purchase since 2008 when the pumper/tanker Engine 4 was purchased. Engine 3 was purchased in 1998. Spacing these major purchases out every 10 years helps to ease the financial burden to the town.

The cost of the new pumper is approximately \$350k, not exceeding \$356k. Instead of paying the full price upfront, purchasing will be done through a 10-year purchasing program with a 4% or lower interest rate. This will equal a payment of approximately \$38-40k per year, having very little to no effect on individual taxes each year depending on tax revenues.

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

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

Respectfully Submitted,  
Michael Demers  
Fire Chief





## Woolwich EMS Annual Report

Julia Gillespie was the EMS Director for 2016 and resigned effective February 1, 2017. I took over as EMS Director on that date and look forward to adding some stability and consistency to a position that has seen a lot of changes in recent years. Many thanks go to Julia Gillespie for her service to the town as EMS Director.

Woolwich EMS responded to 244 calls for service in 2016.

There are currently 24 members on the department at all licensure levels. Some of these responders make a large percentage of the calls in town, while others make a smaller percentage of calls. All members provide important experience and knowledge, and maintain their licensure with Maine EMS through continuing education hours. I am always looking to add more EMS providers in town. If you are an EMS provider that lives in town, I look forward to the opportunity to speak with you about joining the department.

The town continues its contract with North East Mobile Health Services (NEMHS) for transport services in Woolwich. NEMHS has decreased their evening staffing of ambulances in the area, down to one ambulance to provide emergency coverage to Woolwich and Bowdoinham, as well as emergency and non-emergent transfers for nursing homes and hospitals in the area. NEMHS is relying on its own mutual aid agreement to cover calls in Woolwich when they are not available. This has increased the number of transports that Wiscasset handles. I will be working to increase the number of transports that Woolwich EMS handles when NEMHS is unavailable.

The acquisition of the 2004 Ford Ambulance has provided Woolwich EMS with a quality piece of apparatus that greatly meets the needs of the department. There are no large purchases planned for the near future.

Woolwich EMS is in the process of finishing a merge with the Woolwich Fire Department. This merge is mostly on paper and involves minimal operational changes and zero financial cost. There will be joint trainings between the Fire and EMS side of the department, which will assist with this merger.

I will be reviewing all response procedures to ensure that the EMS providers within the Woolwich Fire Department provide the best quality care possible, and to ensure that my fellow citizens of Woolwich receive the best quality treatment when they require it. If you have questions about Woolwich EMS, please do not hesitate to contact me.

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

## **Sagadahoc County Emergency Management Agency**

The Sagadahoc County Emergency Management Agency (SCEMA) is responsible for policy development, planning, agency coordination, education and training surrounding the health and safety of those who live, work and play within the ten municipalities of Sagadahoc County. SCEMA is charged with creating the framework within which communities reduce vulnerability to hazards and cope with disasters. SCEMA protects communities by coordinating and integrating all activities necessary to build, sustain, and improve the capability to mitigate against, prepare for, respond to, and recover from natural disasters, acts of terrorism or other man-made disasters. Existing partnerships were enhanced and new partnerships with government, non-profit and industry were established over the course of 2016.

On September 1, 2016, SCEMA hired a Deputy Director, Sarah Bennett, who has officially stepped into the role of EMA Director, effective March 1, 2017. Mr. Eric Sawyer has resigned from his position with the County as of November 17, 2016.

SCEMA brought in close to \$66,000 in Federal Homeland Security Program Grant funds for fiscal year 2016. These funds translated into a number of projects across the County. Some of the projects included updates and improvements to unit identifiers for County Law and Fire primary frequencies, the purchase of a county incident support trailer and various supplies to support all municipalities, and animal emergency response shelter kits, just to name a few.

During the 2015 calendar year, SCEMA began working with our local partners, the Maine Emergency Management Agency (MEMA) and the Federal Emergency Management Agency (FEMA) to create our County Hazard Mitigation Plan. During 2016, the Plan has been fully developed and approved for final stage, the Adoption and Resolution Process, which will conclude the Hazard Mitigation Plan process in its entirety during the early portion of 2017. The Plan will be effective for the next 5 years.

In the later part of 2016, all ten municipalities worked in partnership to complete a Hurricane Storm Surge evacuation mapping project which was coordinated between SCEMA, MEMA and the Local EMA Directors. This project will allow for more precise targeting of evacuation zones based on individually identified directional landmarks (such as a streams, coastlines, train tracks, roads etc.) SCEMA intends to build upon the current CodeRED alert and warning notification system capabilities by geo-targeting these pre-identified evacuation zones. Once the project is complete, the maps will become available to the County and towns for use in evacuation planning, which is expected in 2017.

Working closely with the Sagadahoc County Board of Health, SCEMA staff partnered with County partners and stakeholders, neighboring jurisdictions and subject matter experts to target and address three areas of focus for 2016 and the coming year: 1.) Childhood lead based paint exposure/screening 2.) Obesity, and 3.) Mental health.

For more information, visit us at [www.sagcounty/ema](http://www.sagcounty/ema) and like us on Facebook at [www.facebook.com/SagadahocCountyEMA](http://www.facebook.com/SagadahocCountyEMA). We look forward to another successful year of service to the residents of Sagadahoc County.

Respectfully submitted,  
Sarah J. Bennett  
EMA Director  
Sagadahoc County Emergency Management Agency  
Sagadahoc County Board of Health

## 2016 Road Commissioner's Report

As I write this in mid-February, it seems a bit humorous to me to be making mention of last year's drought. Wow, what a winter! We started off with so much rain and ICE and then, all the SNOW within a week's span. My grandfather always said we'd receive our required allotment of precipitation in one form or another. And, this was the season to experience it all! I'd like to recognize David Jewell and his crew at Landcrafters and Geoff McCarren and his crew at Quonset Hardscape for their excellent work on their respective snow routes. It's a grueling job and their efforts have not gone unnoticed or unappreciated!

Last year's dry summer created favorable conditions to make some much needed drainage improvements by ditching several problem areas, including both sides of Stoney Hill on Murphy's Corner Road, the southern end of George Wright Road, Grange Hall hill on Mountain Road and the hill on Old Stage Road, by the Day's Ferry Congregational Church.

You'll recall an approximately 5 mile portion of Route 1 in Woolwich (from the southern end of George Wright Road, to the RR overpass, just north of the Wiscasset town line) was re-surfaced last year. MDOT had been planning to pave only 8' of the existing 10' paved shoulders. I was completely opposed to this and initiated the opportunity to express our numerous concerns for safety to the department. Thanks to feedback from the Selectboard, the Sagadahoc Sheriff's Department, local officials, and town residents, MDOT reconsidered and graciously reversed their decision. Needless to say, I am very pleased and appreciative.

This past January the small wooden bridge located on Old Stage Road between Wiscasset and Woolwich was posted for a weight limit of 25 tons. The structure is owned and maintained by MDOT. Inspections are performed every 2 years and the last one, in 2016, has revealed a level of deterioration to warrant the posting. The bridge is slated for replacement in 2020. The current crossing was constructed in 1991, when Wiscasset and Woolwich shared ownership. At that time, the Town of Wiscasset generously funded the cost of the bridge, at no cost to Woolwich. Adoption of stricter federal guidelines has resulted in the transfer of ownership to the state.

### **Road & Bridge Account –**

Funds from this account are 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, roadside mowing, etc.

### **Tar Account –**

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

You will note that I have requested a \$10,000.00 increase in this account. When I first became Road Commissioner in 1983, the town was able to pave 4-5 miles of roads every year. Currently, the distance is

about half of that. An increase would allow us to pave an additional 1,000-1,200 feet. In the spring, after assessing the damage that winter has wrought, I plan which areas need the most attention. It would be so nice to accomplish just a little more.

During the late summer/early fall of 2016, the town made the following improvements:

- Delano Road (majority) – spot shimmed portions & re-paved
- Mountain Road (a portion, from intersection of Mountain Road & Walker Road, approximately 500’ north) – spot shimmed & re-paved
- Murphy’s Corner Road (a portion, from the top of Stony Hill, to a short distance beyond the intersection of Hockomock Road) – spot shimmed portions & re-paved
- Walker Road (a portion, north of the intersection of Gray Corner Road, to the intersection of Old Stage Road) – spot shimmed portions & re-paved

**Sign Account –**

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

I have also requested an increase in this account from \$1,000.00 to \$2,000.00. The current appropriation hasn’t been adequate enough to cover the cost of maintaining the signs the town currently has. We’ve found we have to replace and re-install a significant number of signs and posts due to traffic accidents and vehicular mishaps.

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

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

Respectfully submitted,  
JACK A. SHAW  
Road Commissioner

## Superintendent's Report

Dear Citizens,

The mission of RSU 1 is to support and challenge students to develop and apply the skills, knowledge, and character to be responsible and productive learners, citizens, and leaders in a global society. RSU 1 goals focus on ensuring that every classroom has a high-quality educator supported by effective administrators and support staff, delivering a meaningful and engaging curriculum for all students through sound instructional programming and practices, and providing a safe, positive learning environment that inspires respect and responsibility.

There are many student and staff success stories to share with you, if space permitted, but instead I urge you to visit our district and school websites to read about their accomplishments. There is much to be proud of in RSU 1. We are fortunate to have a dedicated staff that focuses on the individual needs of students and students who demonstrate pride in their school and community.

It is an exciting time for our school district as we plan for a new Morse High School and a regional career and technical center. Wing Farm is the preferred site for the building project. A straw poll vote for the site will happen this spring, and we are well underway in the design phase of the building. We hope to have a referendum vote in October of 2017 and ultimately open the doors to the new facility in the fall of 2020 if all goes well. You can visit our district website at [www.rsu1.org](http://www.rsu1.org) to learn more about the project. We are grateful to all of the community members that have been involved in this process.

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

Sincerely,  
Patrick Manuel  
Superintendent of Schools

## RSU 1 Annual Report 2016-2017

The Morse Building project continues to be a major focus of our district efforts this year. Since the last report there has been significant progress towards completing State requirements and gaining input from community members, staff and students. The Dept. of Education, along with our architect, Lavallee-Brensinger, performed extensive site development analysis and provided the final recommendation that the Wing Farm is the best site for our new school. Since the land in question was also included in a federal development-funding project, there were additional steps required to allow for possible school construction use of the land. After many hours of work by the RSU administrative team and school board members, we are finally scheduling the State-required community straw poll vote to approve the site selection.

Following the site vote, the building project will move into the next phase of building design and construction planning. Ron Larmarre, of Lavallee-Brensinger, has made initial presentations to each RSU 1 community to explain the State requirements and local decisions involved in the construction process. Community involvement is critical to help shape our new school. Since improving communication is an important RSU 1 Board goal, a web site has been created to share all building project information. Along with the original Building Committee, several other committees have been formed to provide an opportunity for the public to participate in the construction process. The Design Committee, the Sustainability Committee and the Communication Committee all have community representation. All meetings are public and schedules are posted on the Building Project web site, <https://sites.google.com/a/rsu1.org/morse-building-project>. The committees have been working with our architects and already have several preliminary design options including: one main lobby that would highlight both Bath Regional Career and Technical Center and Morse High School, providing an option to secure student areas while leaving public access to theater and athletic facilities, and positioning the main entrance to create a campus feel between the new building and Bath Middle School.

Improved academic resources provided this year include: implementing foreign language instruction for middle school, developing a K-5 district wide program to support struggling students, expanding our Pre-K program, creating a STEAM (Science, Technology, Engineering, Arts and Math) academy at Morse, and adding a technology integrator for grades 6-12. Academic resources outside of the classroom are also an important resource for education so we have continued our partnership with Maine Maritime Museum, Kennebec Estuary Land Trust and Chewonki to provide educational learning opportunities for our students.

State regulations and requirements continue to evolve so our professional development efforts been focused on meeting the new requirements of a proficiency-based high school diploma. There will be many opportunities for parents and students to learn when those new requirements will impact graduation requirements. A teacher evaluation and professional growth plan is another new state requirement. Teachers and administrative staff spent many hours developing the framework for these programs and have attained state approval of the new plans.

There is a continued challenge to provide excellent services for our students and balance the cost of education to our communities. Providing good nutrition at a sustainable cost has been an ongoing challenge. One key to the funding formula is how many students eat a meal each day. To increase breakfast numbers a pilot program has been started that brings food to the classrooms in order to help with classroom scheduling.

We will continue to work with federal funding programs to contain district costs while striving to support students' basic needs.

Last year the district was considering reconfiguring Fisher Mitchell and Dike Newell schools. Staff and administrators provided a comprehensive proposal to help connect the two schools while leaving the current grade configuration in place, a one-school two-campus approach. The board has been receiving frequent updates regarding the new opportunities for students to join activities in both buildings and the valuable mentoring relationships that have developed between the grade levels. The grade configuration option could be revisited in the future.

I am proud to hold the Woolwich school board seat, and am committed to representing everyone's interests. Please contact me with feedback and questions at [jritchsmith@rsu1.org](mailto:jritchsmith@rsu1.org).

Sincerely,  
Jennifer Ritch-Smith



## Report of the Town Administrator/Treasurer/GA Administrator

It has been my pleasure to serve the Town of Woolwich residents for another year. If you ever have any questions, concerns, complaints or kudos to share, feel free to give me a call at 442-7094. I look forward to assisting you. You may email me at administrator@woolwich.us as well. I will be here through June 30, 2017. July 1, 2017 will be my first day of retirement! I will miss the day-to-day contact with the wonderful people of Woolwich but without a doubt I will be here for Woolwich Day, the Tree Lighting/Yule sing and other special events that happen in Woolwich. This town has become as much a part of me and my life over the last 21 years as the town I live in. You have a wonderful community here and I hope to remain a part of it even if in a small way.

Last year the Selectpeople and I opted to go to a larger town report as you see here. We found it easier to read and easier for the printer to print. We even received an "Award of Excellence" for our 2016 Town Report! I have to say that made me proud as I compile the information and pictures for the town report.

As I write this, the Selectpeople and I have been working diligently on the FY18 budget for town meeting. As usual we have had to increase some budget lines but have been able to reduce others. The final result of what we are doing will be presented to you at your annual town meeting to be held on **Saturday the 29<sup>th</sup> of April, 9:00 AM** at Woolwich Central School. Please be sure to attend and have your say about the budget. The warrant for Town Meeting appears near the front of this book. At last year's town meeting the budget voted in was reduced from the previous year's by a little more than \$7,300. We were able to keep the mil rate for taxation at 14.20 for the second year in a row. That was down from the 14/15 year by 10 cents per thousand. We are proud of the fact that we have worked so hard to keep the budget as flat as possible.

I maintain an e-mail list (Selectboard's list serve) to which I send notifications, agendas, minutes and other tidbits of information from time to time. If you would like to be placed on this list, please send me an email or go on to the town's website, [www.woolwich.us](http://www.woolwich.us) and sign up. I had quite a list built up from over the years but we had a new computer network server installed last fall and I lost all my e-mail contacts. I am slowly rebuilding the list as people let me know they haven't been receiving my e-mails. The town also has a Facebook page where you can find out town information regarding Selectboard meetings, events and such. The URL for the Facebook page is <https://www.facebook.com/TownOfWoolwich/>. Please feel free to post announcements or comments but I caution you to keep the discourse civil or it will be taken down off the site.

The town is selling the orange trash bags left over from when we had PAYT. The bags are going for \$.10 cents apiece, \$.50 a roll for large, \$1.00 a roll for small, \$20.00 a case for large bags or \$40.00 a case for small bags.





Last but definitely not least.....I want to wish Lloyd Coombs well on his next adventure: that of being retired from serving as a Selectman for Woolwich. Lloyd was a Selectman when I was interviewed for the job of Tax Collector/Treasurer and started in that capacity on 1/2/1996. Exactly a year later on 1/2/1997 Lloyd became the Town Administrator. I don't think that he even had a day to enjoy his retirement from Sup Ship. He retired as Administrator in April of 2007 and rested only until about August when he took out papers to run for Selectman again. He won the election in November of that year and embarked on his second stint as a Selectman on January 1, 2008. He officially retired 12/31/2016 from being a Selectman. Lloyd has had a long and successful career with the Town of Woolwich. Lloyd we will miss you around the town office but I am sure we will see you at town functions. Good luck, good health and happy retirement!

Respectfully Submitted,  
Lynette R. Eastman  
Town Administrator



## Town Clerk's Report

Greetings to the residents of Woolwich. Welcome to our new residents and congratulations to the newly married and parents of the new babies.

We have had a busy year here in the Town Office. Republican and Democratic caucuses were held on the first weekend in March. It was truly a sight to behold with people standing outside waiting to get in, many for over an hour. We decided last year to hold our Town Meeting on Saturday. There was a large turnout with 330 attending. Two of the articles on the warrant drew a lot of interest and were voted by written ballot. The Patten Library passed again, but the Pay As You Throw (PAYT) trash bag program was defeated. The June Primary was also well attended with 414 votes cast. The General / Municipal / RSU election on November 8<sup>th</sup> saw a voter participation of nearly 80% with 2032 votes cast, over 300 more than any other election in Woolwich. We had a glitch when the tabulator voting machine jammed, but at least now we know how to fix it if that ever happens again. Hopefully not! I would like to give special thanks to our great team of election workers. They showed tremendous 'grace under pressure' and did a fabulous job to ensure we achieved accurate results.

I have decided to retire later this year, so let me take this opportunity to say how much I have enjoyed working in this office, and getting to know the people here. Who knows, maybe I'll be invited back to substitute on occasion.

Submitted by,  
Janice E. Bradford  
Town Clerk

### Shellfish Licenses

4 Resident Commercial                      1 Non-resident Commercial                      1 Resident Recreational

### Dog Licenses 2016

152 unaltered                                      393 spayed/ neutered                                      2 Kennel Licenses

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

There were 12 documented boats registered for a total of \$1,101.80 in excise taxes collected.

### Inland Fisheries and Wildlife (A total of \$994.25 in clerk and excise fees collected for the following)

ATV – new	5	ATV – renewal	8		
Snowmobile – new	18	Snowmobile – renewal	31		
Boats – new	57	Boat – renewal	262	Transfer	2
Duplicates	1	PWC – new	1	PWC – renewal	4
Hunt / Fish Combo	51	Hunting	40	Fishing	96
Archery	4	Expanded Archery	2	Crossbow	1
Migratory Waterfowl	17	Jr. Hunt	4	1-day Fish	2
Coyote Night Hunt	1	Muzzleloader	12	Bear	1

Spring/Fall Turkey	11	Small Game	2	Over-70 Lifetime	2
NR Hunt/Fish Combo	1	NR 7-day Fish	1	NR Season Fish	2
Duplicates	2				

### Vital Statistics Records 2016

#### *In Memory Of*

Plant, Warren S. Sr.	70	Woolwich	01/04/16
Gotlibson, Roger L.	79	Portland	01/23/16
Gay, Marki J.	26	Portland	01/24/16
Gott, Katherine L.	91	Woolwich	01/25/16
MacDonald, Edward A.	67	Pittston	01/29/16
Cornell, Barbara A.	66	Woolwich	02/19/16
Reed, Clayton F.	92	Bath	03/01/16
Gallant, Edward H.	95	Togus USVA	03/03/16
Nason, Olga M.	95	Bath	03/03/16
James, Erica J.	41	Woolwich	03/20/16
Grovermann, Norma M.	89	Woolwich	03/22/16
Carlton, Richard H.	76	Brunswick	05/03/16
Mesplay, Charles E.	78	Woolwich	06/17/16
Bond, Alice W.	96	Boothbay Harbor	06/22/16
Pinkham, Vicki A.	67	Woolwich	06/24/16
Bailey, Stuart H.	91	Brunswick	07/05/16
Hammond, Anne W.	76	Lewiston	07/09/16
Albert, Robert C.	76	Brunswick	08/16/16
Stone, Dale J.	22	Bowdoin	08/22/16
Donovan, Robert J.	77	Woolwich	08/26/16
Hicks, Ronald R.	74	Brunswick	09/24/16
Whittaker, Christopher D.	58	Phippsburg	09/30/16
Guerette, Carol L.	85	Brunswick	12/09/16

There were 27 births in 2016.



**Marriages 2016**

Glen H. Kirkpatrick & Heidi S. Howe	2/20/16
Thomas W. Brennan & Amy J. Waterman	5/21/16
Cameron C. Kilton & Cara J. Fuller	6/09/16
Todd A. Hibl & Lisa M. Giles	6/25/16
Zachary R. Barry & Courtney D. Barter	7/02/16
Justin Vaillancourt & Jillian K. Callan	7/02/16
Ryan J. Chubbuck & Leanne M. Keenan	7/30/16
Taylor J. Locke & Jordan S. Lang	7/30/16
Ross J. Harrington & Valerie L. Libby	8/05/16
Richard E. Hamilton & Yvonne A. Colby	8/06/16
William S. Woodruff & Janay V. Sanders	8/26/16
Thomas J. Chadwick & Vanessa J. Gardner	9/10/16
Michael M. Holcombe & Kayleigh L. Doyle-Fortin	9/19/16
Matthew E. Murphy & Rachel C. Frazier	9/24/16
Brian R. Allen & Hannah N. Chase	9/25/16
Cody F. Temple & Marshal K. Click	10/01/16
Matthew J. Rice & Alicia M. Slocum	10/01/16
Ryan E. Kenney & Sarah M. Waite	10/01/16
Charles W. Newbury & Lisa M. Sleeper	10/01/16
Todd L. Mesplay & Jo A. Gilliam	10/08/16
Brendan D. Lake & Tiffany L. Avery	10/16/16
John P. Bauer & Maria E. Gomez	10/31/16
Justin E. Gilliam & Brittany N. Newbury	11/05/16



## Tax Collector's Report

Firstly, as the newest member of the Town of Woolwich Staff, I would like to thank all of those who have personally welcomed me to the town. The citizens of Woolwich are both welcoming and friendly, and I could not be happier to be here. My first day was July 5th, 2016 and since then I have been trying to learn all I can about the Town's government and its citizens.

I would like to point out critical dates in the Tax Year Calendar that I believe are important for all of our residents to know, as well as a brief overview of the real estate tax commitment process:

The Assessing agent submits the yearly property valuation report to the Select Board, who will then meet to set the Mil Rate for the year. The Select Board have the difficult task of comparing the expected revenues against the expected expenditures and then calculating the rate that is required to balance the budget approved at Town Meeting. For Tax Year (TY) 2015 the Mill Rate was set as \$14.36 per \$1000.00 in valuation. For TY 2016, it was *reduced* to \$14.20. The Town Administrator and Select Board worked hard to trim the budget, without cutting services, and were proud to be able to hold the rate at \$14.20 for TY 2017. After the Mil Rate is set, the Select Board then "commits" the Taxes to the Tax Collector. The commitment process is governed by Title 36, Chapter 105, §709, which states that the Municipal Assessors must sign a warrant directing the Tax Collector to collect taxes due. In Woolwich, this commitment is traditionally done by the end of September. Property tax bills are then mailed to all property owners as soon as possible thereafter. Second half reminder notices are sent in March before the April 30th due date.

Woolwich taxes are based on the fiscal, not calendar year. For example, the 2017 Tax Year began July 1, 2016 and ends June 30, 2017. Taxes are paid in 2 installments that are due October 31st and April 30th of each year. The installment dates do not change from year to year. Any taxes outstanding are subject to a 7% interest fee approved by voters at the annual Town Meeting. Tax liens must be processed between 9 and 12 months after commitment. Woolwich usually processes liens in the month of August. Any liens remaining unpaid after 18 months will automatically foreclose, meaning that the Town then owns the property. Prior to that date, a Notice of Impending Foreclosure is sent to the owner and any other interested parties (mortgage holders, other lien holders, etc) to warn of the upcoming foreclosure.

Other taxes collected in Woolwich are Personal Property Taxes and Excise Tax on vehicles. In Maine, the Excise Tax charged on vehicles remains in the municipality to help reduce the Property Tax burden. Collected since 1925 in Maine, Excise Tax was designed to be equitable. Therefore the Legislature decided that it would be based on the Manufacturer's Suggested Retail Price (MSRP) of the vehicle when new, not the price the vehicle was actually purchased for. This law has remained in effect for over 90 years to ensure that everyone who drives the same vehicle pays the same tax on it. And the Mil Rate for vehicles is the same for every town, unlike Property Tax Mil Rates.

Lastly, I would like to note that the recent Fiscal Audit prepared for the Town shows that over 90% of all assessed Property Taxes in the Town of Woolwich have been collected for the previous fiscal year. The citizens of Woolwich obviously take pride in participating in their town and take their civic duties seriously. You are to be commended!

Respectfully submitted,  
Suzette J. Cloutier, Tax Collector

## Annual Report of the Selectboard

This year we had the honor of serving with Lloyd Coombs, who this year retired from “official” Town service to the Woolwich Selectboard. Some of us have never known a Selectboard without him providing a steady presence. We hosted a retirement party and presented him with a plaque thanking him for his service. As a result of his retirement, this year we saw four residents run for two positions on the Board. We appreciate the interest in Town affairs, and welcome Allen Greene as our newest Selectboard member.

U.S. Route 1 underwent a much-needed facelift this past summer, repaving most of the stretch through Woolwich. With the help of the Road Commissioner and our elected state representatives, we convinced MDOT planners not to shrink the existing 10 foot shoulders to 8 feet on either side. 10 feet, we felt, provide a measure of safety on this heavily traveled highway. And, as a result, traveling on Route 1 feels much steadier and less bone-jarring.

Town Meeting was very well attended this past year, the first time in many years that it was held on a Saturday. We honored long-time cable television volunteer Roger Baffer with the Town’s Spirit of America award. Debate over solid waste and recycling took up a fair amount of time, but with ample discussion and a written ballot for several Warrant articles, Woolwich residents participated in the often messy but joyful democracy that is Town Meeting. As a result of the decisions made at the Town Meeting, as well as an uptick in new construction and renovations, we were able to keep the Town’s mil rate flat for 2 years in a row. We are very mindful of being good stewards of hard-earned taxpayer dollars.

Last year, the Selectboard worked with the Solid Waste and Recycling Committee to develop a Request for Proposals for a company to handle solid waste and recycling throughout the Town. This resulted in the Town hiring a new hauler, Riverside Disposal, at a lower cost. At a kick-off event last summer, two Selectboard members joined the Committee and eco-Maine to distribute free recycling containers. You will read more about them in the Solid Waste Committee’s report, but we’ve been very pleased with their performance. The Solid Waste and Recycling Committee is hard at work developing solutions on how best to tackle these issues and we recognize their efforts.

You’ll also read elsewhere that, with the retirement of Jean Mank, we hired a new Town Tax Collector, Suzette Cloutier. We appreciate the warm Woolwich welcome she’s received. And the entire Town Office staff looks forward to working with you all every day.

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

Once again, the Heating Assistance Fund is not far from our minds as winter settles in. The Fund is entirely funded by private donations from residents and local businesses. Please consider making a donation, and many thanks to all who have generously donated to the fund. Your generosity has helped many residents.

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

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

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## **Woolwich Planning Board 2016-2017 Report**

The Planning Board has seen a steady amount of commercial work and residential modifications and expansions brought before it. A majority of the work has been working with residents on expansions on non-conforming lots. The Planning Board welcomed a new business to town. Expressive Gatherings, a boutique of antiques and hand made items, moved into the Woolwich Commons last Fall where the upholstery shop was located. In January, Gregg Buczkowski was elected the new Chairman and Gaius Hennin the Vice Chairman. The Planning Board meets the first Monday of each month at 7:15 PM and the public is always welcome. We would like to send a special thank-you to Bob Meade for his many years of service on the Planning Board. Bob was a wealth of knowledge and will be missed. The Planning Board welcomes new member Jim Gabor to the board. We would also like to thank the Selectboard, Town Administrator Lynette Eastman, Road Commissioner Jack Shaw, and Codes Enforcement Officer Bruce Engert for their assistance and support during the year.

Respectfully Submitted,  
Allen J. Greene  
Planning Board Chairman

## Notes From Your Animal Control Officer

I am still getting too many calls about loose dogs. We have a leash law in the State of Maine. Just because you move to the country does not mean your dog can run around loose on your neighbor's property. Your dog must be on a leash/run, fenced in or under your voice command at all times.

On another note, recently a couple was killed in a car accident. They had a dog, a bird and a cat. They had no family living in this State. I was called by the Sheriff's Office to get the dog. I was able to place the bird with a friend of mine until it was decided what the family wanted to do with him. Please know it would be very helpful if any of you have pets to post somewhere in your house the names of your pets, what they get fed and who should be contacted in case of an emergency. Please post this in a prominent place in your home such as the refrigerator. Thank you.

Respectfully submitted,  
Terry MacGregor, ACO  
207-737-2093

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## Local Health Officer's Report

It has been a quiet year for your LHO which I hope indicates that the town folk are managing well. I remind you to have your "File of Life" attached to your refrigerator door. If you have pets in your home, be sure to include information in the "File of Life" regarding their care in the event you have a medical emergency that takes you away from your home. The "File of Life" form can be obtained at the Town Office or directly from the Woolwich EMS. Keep your "Go Bag" up to date with an emergency supply of food, water, and medical prescriptions.

I bring to your attention the existence of the kiosk in the Town Office that provides useful information to deal with the ongoing health issues of the season.

Respectfully submitted,  
Paul H. Dumdey, M.D.  
Local Health Officer



## Town of Woolwich Shellfish Warden Report

The value of the soft-shell clam industry has increased over the past five years by about forty percent. This in turn brings enforcement to new and unexpected levels where your wardens are out and about on sporadic twenty-four/seven patrols. We all carry and use cell phones and night vision which have proven to be a great tool with rescues and enforcement in the marine environment.

Over the past several years the Maine Shellfish Advisory Council and various business ventures have been busy working on aquaculture programs. This is the way of the future. Our neighboring town of Wiscasset operates an upweller which is a wonderful example of how we can grow seed or baby clams to a size where they are then seeded into the clam flats where they may grow to maturity. Another effort is where crushed clam shells are spread on the flats in order to reduce acidification in the flats which then allow baby clam shells to remain healthy and grow to maturity.

The European green crab is threatening Maine's coastal fisheries and ecosystems. Decreases in clam populations and degradation of coastal habitats have been observed up and down the coast. As a result, your shellfish committee and the Kennebec Estuary Land Trust, (KELT) along with interested parties throughout the areas are working on projects that allow us to better understand the green crab life cycle. The crabs are known to eat all sizes of soft shell clams, and have an adverse affect on eelgrass beds by eating eelgrass shoots and burrowing into the banks of intertidal marshes, where they destroy the marsh grasses.

The past winters have been relatively mild by most standards. It will take a significant research effort to show us where Woolwich ranks with the green crab population on our flats. In this country at the present time there is very little economic value to the green crab once harvested. Some possibilities for commercial use around the world are creating aquaculture feed, lobster bait, pet food supplements, and fertilizer. Crab meat for human consumption in an overseas market may be a possibility in the near future.

Prior to harvesting any shellfish in Woolwich, an individual must first obtain a shellfish license from the town office. At that time, ask the clerk if there are any conservation closures in effect and look at the applicable Administrative Letters which can be found on the bulletin board in the entryway. Be especially cautious in the spring when we can expect heavy rains which may close all our flats. Another springtime problem we routinely face is Red Tide. This will usually affect Blue Mussels, Carnivorous Snails and European Oysters, and can last all summer. For the most up to date status of any flat, visit Maine DMR and go to Shellfish Sanitation and there you will find a wealth of information for the most up to date status of the flats. This way you can be absolutely sure that the flats you plan to dig on are open. If you need assistance with this procedure please call Jon Hentz at 371-2732 for guidance through the site.

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. If you have a problem understanding this recording, please look at a chart or map to find the points of reference being spelled out. If you are still in doubt, please call me at home so I can provide assistance.

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

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## **Shellfish Conservation Committee Report**

Over the course of the 2015/2016 year green crab traps were placed to monitor crab influx in a few areas around Brookings Bay and Montsweag Bay. We continued to monitor the growth of the hatchery stock that was purchased from Down East Institute. The survival seemed to be very prominent and the surrounding area also looked to be doing well. A netting project that was done with the help of the Woolwich School 7th grade class was removed. The class helped put out nets in the spring but removal was done by harvesters because the coordination between harvester work schedule and school schedule was not possible. The netting was a great project but unfortunately did not produce any positive recruitment results. Our hope is to continue to work with the school. Members of the committee attended Shellfish Focus Day at the Fishermen's Forum. Some new ideas and enhancement techniques were discussed that we hope to be able to try to implement this coming year.

Daniel Harrington  
Shellfish Committee Chair

## Woolwich Historical Society

The most exciting occurrence of 2016 for the Society's Board was your response to our need for funds to help maintain the structural integrity of the Museum building, and those who joined as new members. In addition, you supported our Town Meeting request last May. Thank you!

In 2016, we were open for visitors in June, July & August on Sundays from 12-4, and by appointment. We did not see a lot of guests, but those who came seemed to have enjoyed the experience. There continues to be a lot of interest in genealogy searches, both by email requests and in person, for which we are glad to have volunteer JC's help.

We continued to participate in the winter Town History Series at the Patten Free Library as resident Elwyn Rittall presented: "A Cat's Tale." And to participate in Woolwich Day. Many of you helped that day - by providing items or purchasing them - in the book, bake, hamburger/hot dog, ice cream, lemonade and raffle sales. Thank you! We will be doing books again this year, so please start bagging them up now!

The Museum building is our main focus of concern - identifying what needs to be done to maintain it, and finding the funds. The Rt 1 side of the main house was repaired and resided last fall. The driveway side should be next. The shed section badly needs to be done but that cannot happen until the shed is raised and a real foundation put under it. (It is on posts, which are sinking.)

Please visit this summer! Note that a lot of people choose to come on Woolwich Day. And the Board would love to hear from you as to information about Woolwich which you would like to have shared, or to share yourself! Look for some special programming regarding cemeteries this summer. Thank you for your support - The history of Woolwich is well worth preserving...we are part of a very special town!

Board: Collette Coombs, Tammy Given (Treas.), Shelly Goodkowsky, Amy Hennin, Allison Hepler (Sec.), Debbie Locke (Pres.), Todd McPhee (VP), Barbara Richards, Rebecca Roche, Vince Shatto, Jason Shaw



## Nequasset Meeting House Committee

The Meeting House was open for 3 major events in 2016. As part of Woolwich Day, comedian John Ater put on a show. And, as per Town tradition, there was a Veterans Day service and the Holiday Sing. Quite a few Townspeople participated in, as well as attended, these last 2 events. In addition, a few people wanting to see the inside while they visited the Woolwich Historical Society Museum enjoyed that opportunity.

The committee met informally, and did the necessary cleaning before the public events.

Looking ahead ... the annual Town of Woolwich Memorial Day service will be held here on May 29, 2017.

There is some work needing to be done. Some of the flooring (old linoleum) in the back of the House is loose and needs to be replaced. A donation has been made towards this project. Some exterior work around the new door and the wood above it will also need to be done in 2017.

A major question has been discussed by the Selectboard concerning the possibility of placing solar panels on the House roof, on the George Wright side. Whether that is advisable for this oldest building in Town is a concern for the committee. Whether it would be of significant financial benefit - in either short or long term - is also a question. Your thoughts would be welcome, and if it were to happen, it would require your vote.

If you have never been inside, please make it a point to do so this year!

Debbie Locke, committee chair

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



## Memorial Committee Report

It has been an honor to serve a community that respects the citizens who have given their time to serve their country both during peace time as well as during time of conflict. Keeping the memorial park in Sagadahoc Ferry along with the monument at Laurel Grove Cemetery in respectable condition is very important to our citizens and those who have served.

This past year at the request of a citizen serviceman the large granite monument was cleaned of lichens by a professional monument company.

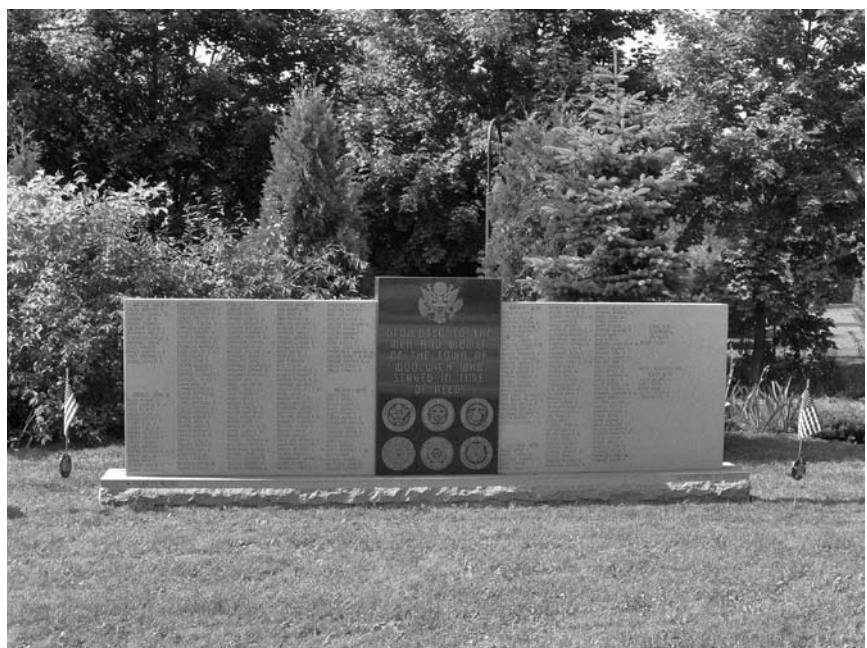
There is ample parking at both locations and it is hoped that the citizens of the town will find time to visit both locations.

This year it will be necessary to do repair or replacement work on the Tanner Monument. As you will remember this monument was originally placed at the intersection of Ferry Road and Route One. During the reconstruction of Route One the monument was relocated to its present site. This monument was constructed of fieldstone and cement. Over the years moisture has infiltrated the main section of the monument and the cement has been freezing and along with summer heat has taken its toll. The Selectboard has viewed this and has had Collette Monument Company consider whether it could be saved. Their recommendation is to replace it with a solid piece of granite and reuse the bronze plaque. This option is being considered. Hopefully some of this expense can be covered by citizen donation.

If you know of any citizen whose name has been omitted on either of the two monuments, please notify the Town Administrator at 442-7094. A resident must have served in a war zone, have been a resident of the Town of Woolwich at the time of enlistment and be prepared to present their DD214 document.

There are several openings on the Memorial Committee and those who wish to become a member please contact the Town Administrator.

Respectfully Submitted,  
Robert Meade  
The Memorial Committee



## Nequasset Park Improvement Committee Report

The Town of Woolwich is adjacent to the Nequasset Lake Outlet connection site which is behind the Woolwich Town Office. The Nequasset Park Improvement Committee [NPIC] report is to update the progress for 2016 and 2017. The town voted in May 2016 to hire Pine Tree Engineering Company to update their findings from the original boat launch development data.

The area has been a popular swimming area for years with town residents and non-residents for generations. The area has never been developed to have proper swimming area access for all ages, but remains the only free recreational area in town. The Town of Woolwich received a grant from the State of Maine Park and Recreation Department to develop a boat launch area around 1990. The Town of Woolwich raised \$18,000 to complete the boat launch project.

The public proceeded to use the boat launch as a swimming area. The conflicts started with “who has the right to use the area either boaters or swimmers?” Swimming is not permitted at public boating facilities since it is dangerous for swimmers and a nuisance for boaters. The American Disability Act requires appropriate swimming areas for all age groups and, most of all, handicapped persons. In 1991, the Town connected with the Maine Boating Facilities division to construct a canoe access point closer to the parking area.

The town did not attempt to develop a proper section for safe swimming. A section was established but no funding was available for development. The Town of Woolwich Comp Plan of 1991 and the Growth Management Plan of 1999 voted to have a publicly accessible area for recreational swimming.

The NPIC put together a request for a Maine Department of Environmental Protection permit to allow the town to upgrade the area by removing dead and dangerous trees and upgrade the area. The permit request was a standard DEP permit. We have met with DEP, ADA, and a dock builder representative and have made numerous calls to the ADA offices in Boston, Mass. and Washington D.C. NPIC has met with Woolwich selectpersons countless times in the past four years.

The NPIC was established four years ago. The committee has done research on the original appropriate site location that Pine Tree Engineering had recommended in 1990. The problem is that the original gravel materials surrounding precast planks that were for putting canoes in the water have deteriorated and there is no ADA compliant path to this area. This was supposed to be a dual purpose area for swimming as well. The committee has acquired a permit to move forward with an appropriate recreational swimming area including docks and floats.

The NPIC has included a budget request to fund a permit from the Maine Department of Environmental Protection [DEP] for shore expansion or reconfiguration which will require an ‘Individual’ Permit that will be about \$5000. To acquire this permit, the Town will have to have a design of the proposed swimming site to present to the DEP. This design will cost an estimated \$10,000. The design costs should qualify for reimbursement through grants. The NPIC is applying for a grant which will be matched by monies from the grant article in the warrant.

For those citizens interested, the ADA regulations may be found in the American Disability Act of 2004 and 2012 Title Three. The NPIC would appreciate starting the projects that do not require a special permit in 2017; these include ADA compliant parking spaces and required striping.

The Nequasset Park Improvement Committee [NPIC] ask that the citizens of the Town of Woolwich support and vote for an appropriate swimming area for all persons.

Respectfully,  
Joan M. Jordan, chair,  
Sue Whittaker, vice chair  
Natasha Burns, note keeper  
Linda Pots-Crawford  
Elizabeth Farmer



## 2016 Fish Commissioners Report

The 2016 Woolwich fishing rights were again awarded to Steve Bodge, reflecting both his experience operating the Nequasset fishway and his fisheries stewardship to protect future harvests. This year's harvest was 668 bushels which was on the low side when compared to the average catch over the last 15 years. Comparison to the 2015 harvest showed a sharp difference as that year was on the high side. Discussions with Maine DMR on 2016's catch indicated similar harvest results in fisheries in our area while further Down East better harvests were realized. Scale sample collection to support DMR biological data was provided as requested.

The 2016 Alewife run into the harvest area and alternatively to Nequasset Lake was through reworked bottom pools to better align the water level at the entrance of the new fish ladder. These pool changes by Bath Water District improved migrating fish entry during all tide conditions.

A 2016 physical count of fish into Nequasset Lake was again directed by KELT. Analyses of the fish count and the harvest showed favorable correlation and that the needed escapement to the lake was achieved to maintain a sustainable migration. KELT plans to continue the count in 2017 and is encouraging volunteers to assist. It is noted that KELT provided a portable safety rail at the counters station on the dam which will be reinstalled for the 2017 migration.

The 2016 exit of the juvenile fish from Nequasset occurred during a period of drought and low lake levels. Discharging water into the fish ladder for the juveniles return to the sea required careful control to provide safe passage while minimizing drawdown of the lake. The Bath Water District's diligence in regulating the water flow during the downstream passage is appreciated.

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



*Bill Potter*



*Fish ladder ~ before and after*



## Woolwich Community Recreation Department

Our recreation board would first like to thank the Woolwich community for supporting our start up at the town meeting last spring. With the mission to offer programs that enrich the lives of the citizens and visitors of Woolwich, our first year is off to a fantastic start.

Youth programs included K-5 soccer teams (91 participants), PreK-8 cheer teams (39 participants), K-6 basketball (86 participants) and K-5 Tee-ball/baseball/softball (last year's data - 42 participants). Adult classes included Canning, Composting, Beekeeping, Basketmaking, Glassblowing, and Local Artist and Wood Designer studio visits. We also held two Community Dinners and a Family "March Madness" Cribbage Tournament to help raise additional funds that allow our registration fees to stay low and offer scholarships.

Over the summer there are plans to have three weeks of youth camps: Fine Arts Camp, Adventure Camp and Basketball Camp as well as to offer Track and Field opportunities for 3rd-8th graders. As our board continues to build on our recreational offerings into 2017 and beyond, we hope you will continue your support and contact us with additional ideas that would help us serve our Woolwich community even more in the future.

Sincerely,  
 The Woolwich Community Rec. Board  
 Dena Bachman  
 Jason Libby  
 Leslie Gallant  
 Steve McKay  
 Greg Smith



## Woolwich Special Events Committee

This past year at Town Meeting voters approved the re-naming of the traditional “Recreation Committee” to the Woolwich Special Events Committee. This has allowed the committee to continue to the work as it has been doing, and also paved the way to a new Recreation Committee, focused on youth sports and adult enrichment activities in the Town.

One of the Special Events’ signature activities, Woolwich Day, held on the first Saturday in August, brought together crafters, musicians, people who were hungry, children, runners – the Bob Meade Classic 10K Road Race again ably directed by Hans Van Willigan, and local comedian John Ater who entertained at the Nequasset Meetinghouse. Woolwich Day also included a couple of “firsts.” There was an “Antique Auto Show” with town members as well as Maine Obsolete Auto League members showing their cars, all organized by Barbara Richards. We also had a climbing wall for the first time that was a big hit. Once again, the Woolwich Historical Society helped out with food, books, raffles, and a Bounce House. Woolwich Day would not happen without many, many volunteers, and we thank all of you.

The Veterans Day service, held on November 11 at 11:00 a.m., offered townspeople a chance to remember veterans who have passed as well as those who are still with us. Emceed by committee member Allison Hepler, the event featured special guests - Woolwich native Jason Warnke, a U.S. Navy Veteran who is currently in the U.S. Navy Reserves, and U.S. Navy Captain Scott Smith, commander of the USS Michael Monsoor, DDG 1001, currently in Bath.

The Town’s 23rd Annual Yule Sing came together on Sunday evening, December 4, and began with an indoor tree lighting by this year’s honored guest, Frank Hayward, who has been a regular at this event. Ably emceed by committee member Collette Coombs, the program included holiday songs from the good-hearted audience, messages of safety and good cheer, Ann Pierson’s reading of “’Twas the Night Before Christmas,” which hastened Santa’s annual appearance. Refreshments and cookie decorating rounded out the festive night. Also important during the holiday season, the committee continued to support the Bath Area Food Bank through the annual Woolwich Central School “stroll” from the school to the Town Office.

We could not celebrate the Town’s talent without your help. Help us continue to spread the good work of Woolwich by volunteering!

Collette Coombs  
Beth Harrington  
Jan Stephen  
Linda Crawford  
Allison Hepler, Ex officio



*Pictures courtesy of Lynette Eastman*

## Public Communications Committee

The major responsibilities of the Communications Committee include the Town's newsletter, website, Facebook page, and cable television. We produced three newsletters this past year, including a special Woolwich Day edition, where we gave out newsletters along with free cotton candy! In the newsletter we covered the new Woolwich Recreation Committee, backyard composting, the November election, the Route 1 repaving project, Bath viaduct news, the Town's New Tax Collector, school news, and the Town's new trash and recycling partners. We try to be informative and timely so that it can be helpful to residents. The newsletter appears electronically on the web site but we send it out via email. We'll also happily send anyone a printed copy. All you need to do is give us your contact information. All newsletters can be found on the Town's website: [www.woolwich.us](http://www.woolwich.us). Please let us know what you'd like to see in the newsletter.

The Town's Facebook page had 437 followers and 451 likes last year. The Facebook link is: <https://www.facebook.com/TownOfWoolwich>.

The Town website is under this committee's charge, and it's become a popular place for finding information about upcoming meetings, committee openings, committee and selectboard agendas and minutes, and upcoming events. The webmaster reports over 44,000 visits (including human and robotic searches) to the site last year. Please send reports of website errors to [website@woolwich.us](mailto:website@woolwich.us). Please send notices you'd like posted to Lynette Eastman, the Town administrator, [administrator@woolwich.us](mailto:administrator@woolwich.us).

We are also running the Town's cable television service. The bulletin board is updated with Town notices on a weekly basis. We also provide regular programming, including two regular series, and two public service programs. All programming is shown at noon, 4 p.m., and 7 p.m. Special programming is also run Monday through Friday at 10 a.m. when available.

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

Respectfully submitted,  
Allison Hepler, ex officio and Secretary  
Roger Baffer  
J. Collins  
Rebecca Roche  
Caelie Smith  
Barry Todd

## Solid Waste and Recycling Committee

In March, the Selectboard voted unanimously to enter into a one-year contract with Riverside Disposal with a two-year extension. The pick up schedule transitioned smoothly from our previous hauler keeping the same schedule: Tuesdays and Wednesdays for trash and every other Monday for recycling.

Woolwich officially joined Ecomaine in July for its recycling services. Ecomaine’s waste-to-energy plant is located at 64 Blueberry Drive in Portland. The state-of-the-art facility burns about 175,000 tons of non-recyclable trash every year. According to its website “Each year, Ecomaine produces enough safe, clean and reliable electricity to power about 14,000 Maine homes.” For more information about recycling and ecomaine visit [www.ecomaine.org](http://www.ecomaine.org).

The Committee is looking into holding an annual clean-up day for the town. We welcome your ideas!

Respectfully Submitted,  
The Woolwich Solid Waste and Recycling Committee

The Committee meets on the 3rd Wednesday of each month at 7:00 p.m. and all are welcome to attend. More info is available at [www.woolwich.us](http://www.woolwich.us).

### *2016 Trash and Recycling by TON:*

	RECYCLING	TRASH
January	20.89	36.04
February	27.56	58.18
March	17.31	73.95
April	19.16	60.30
May	10.53	68.20
June	15.51	67.71
July	15.41	67.80
August	29.92	99.00
September	18.17	67.31
October	18.30	66.70
November	18.58	82.99
December	18.31	63.53
Total Tons	228.65	811.71

*The Committee is looking into holding an annual clean-up day for the town.*

**Spring 2017 Household Hazardous  
Waste Collection Day**

***Do you have materials in your home that you no longer use that you think might be hazardous? Take advantage of the upcoming collection event instead of throwing these items into your regular trash, where they will be buried in the landfill and possibly contaminate the environment. Saturday, May 6, 2017 from 9 AM – 1 PM at Bath Public Works Garage, 450 Oak Grove Ave. Pre-registration begins April 24 by calling 1-888-958-2255 and is required.***



On behalf of the Board, Corporators, and Staff of the Patten Free Library, thank you to the Town of Woolwich for making the Patten Free Library *your* library. Your support of the library in 2015-16 has enabled:

178,865 people to visit the Library  
 133,411 total items to be borrowed  
 27,028 items to be borrowed and loaned through interlibrary loan  
 25,503 people to use the public computers  
 10,703 reference questions to be answered  
 8,143 eBooks and audiobooks to be borrowed  
 5,281 people to participate in 267 children's programs  
 1,894 people to attend 90 adult programs  
 1,973 young adults to participate in 178 programs  
 561 children to participate in the Summer Reading Program  
 53 teens to participate in the Teen Summer Reading Program

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

Some highlights of the Library's service in 2015-16 include:

- ❖ The 11<sup>th</sup> Annual Town History Series, featuring Woolwich in "A Cat's Tail" presented by Elwyn Rittall
- ❖ iPad classes, genealogy workshops, lectures, musical concerts, film showings, author talks, poetry readings, and art exhibits
- ❖ *Finding Wonderland* children's summer reading program with 561 participants; 209 of them from Woolwich
- ❖ 178 programs for young adults with 1973 attendees; programs include visits to area schools and events at the Library

Respectfully submitted,  
*Lesley Dolinger*  
 Director

## Maine Municipal Association

60 Community Drive, Augusta, ME 04330

Telephone: (207) 623-8428 • Website: [www.memun.org](http://www.memun.org)

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

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

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

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

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

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

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

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

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

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

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

### How can I learn more about the Maine Municipal Association?

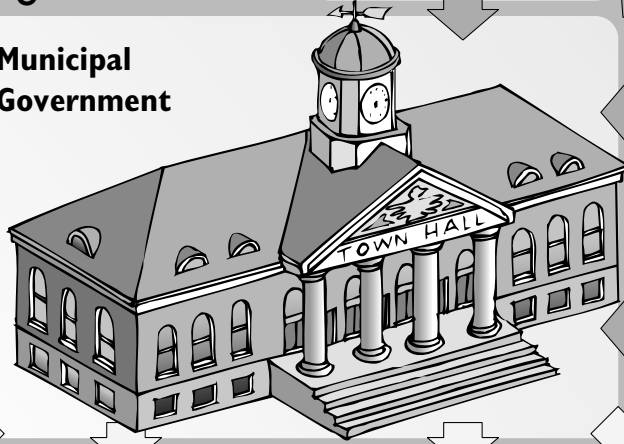
Visit the MMA website - [www.memun.org](http://www.memun.org) - for more information and to learn about the services and programs MMA offers Maine's cities and towns.

# Municipal Government In Maine

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

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

## Municipal Government

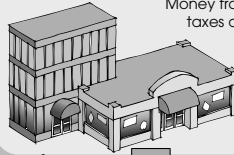


### Citizen Involvement

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

### From businesses

Money from local taxes and fees



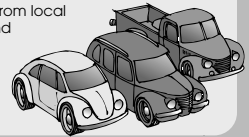
### From people and homes

Money from local taxes and fees



### From car and truck owners

Money from local taxes and fees



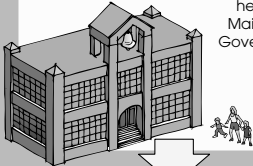
### From state and federal government

Money from state and federal taxes



### Schools

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



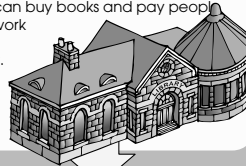
### Police Department

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



### Library

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



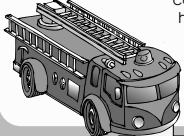
### Parks and Recreation

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



### Fire Department

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



### Highway or Public Works

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



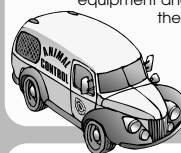
### Recycling and Trash

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



### Animal Control

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



### General Assistance

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

**Municipal services are different in each town. To find out more about municipal government in Maine, you can visit the Maine Municipal Association's web site at [www.memun.org](http://www.memun.org)**

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

LOCAL GOVERNMENT begins with *you*



Maine Municipal Association

©2010  
[www.memun.org](http://www.memun.org)

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

## **Bath Water District Trustee Report**

### **Meetings with the Select Board**

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

### **Bath Water District Activities**

The Bath Water District continued on its long term objective to mitigate leaks and problem areas within the system. One of these projects was the Miller Road pipe extension in Woolwich, an upgrade that took a pipe out of service in a very wet area and made the system more efficient.

The District has completed installing an electronic meter reading system and all services in Woolwich have been upgraded. Bath Water District and the Wiscasset Water District are now connected via a computer system which allows numerous data points to be read in the District offices. The Wiscasset water tank levels and booster pumps can be monitored which allows for better monitoring of leaks as well as increase efficiency within the water distribution systems.

The District conducted routine and regular bacteriological compliance sampling throughout the distribution system, as well as sampling Nequasset Lake and monitoring lagoon discharge requirements. The District continues watershed protection by monitoring land use activities within the entire watershed, with particular emphasis on making sure the erosion control activities are maintained and effective. During open water in Nequasset Lake, the treatment plant personnel conduct routine water quality monitoring of various water quality parameters so the District can track the historical trends as well as document any significant changes to the overall health of the lake. The District conducted sampling and testing for lead in the schools served by the District. The results were good with a few exceptions. The one drinking fountain that was a problem was replaced.

The dry summer affected the lake levels where the lake levels fell over a foot and half but did not affect the ability to serve the customers. The lower lake levels meant additional manipulations of the flows to allow juvenile fish to leave the lake.

The District negotiated a donation of a property on Old Bath Road which will be the future location of a pumping station for the Brunswick Topsham Bath interconnection, allowing either district to supply the other district with water in the case of an emergency over a sustained period of time.

The District continues to provide educational opportunities and testing for its employees. Two treatment plant operators were hired during the year, one for water quality control and the other to oversee maintenance at the facility. The District obtained certified status for its new water testing laboratory.

The Bath Water District continues to participate with other districts in the area in the entity called the Five Rivers Regional Water Council. This allows for better communication and assistance, working



relationships and coordination of resources among the member districts. A report detailing how the Districts can work together was authorized by the council and presented to the members in May 2016. The council is composed of, Richmond, Bowdoinham, Brunswick/Topsham, Bath (including Woolwich), Wiscasset, Boothbay and Damariscotta/Newcastle.

Other projects: District clarified with the town assessor the ownership of the wooden bridge across Nequasset stream above the dam. Coordinate with the Bath viaduct construction and water lines adjustment and replacement. Upgrades occurred to the security system at the treatment plant. Continually worked with legislators and agencies and monitored proposed rules and bills that would affect the watershed and customers.

### **Nequasset Lake Fish Ladder Repair Project**

The fish ladder reconstruction was completed thanks to the efforts of the Town of Woolwich, Kennebec Estuary Land Trust and the District along with upgrades to the catch basin. The Fish Ladder screen was repaired and prepared for the Alewife migration. The season migration for 2016 was better than the previous year. Plans to develop a public viewing area for the migration and fish harvesting continue by the various interested parties to include installing a safety railing on the dam to allow visitors to view the fish migration.

### **Nequasset Lake Trail System**

The District and Trustees continue in an effort to develop a trail system in the Nequasset Lake watershed which includes Bath Water District property. This effort was enhanced by the harvesting programs over the last two years. The first trail system will be traveling from the Woolwich School along the west side of the lake. The Bath Water District takes the position “use but don’t abuse” regarding the use of its properties.

### **Nequasset Lake data**

The map showing the depths of Nequasset Lake is posted on the town’s website and in the town office. This map can also be enlarged and downloaded from the District’s website. The lake weather data is updated periodically and is available at the town boat launch or from the District. The ice-out date was officially recorded as March 11, 2016.

### **Forest Projects**

The District continued to pursue the forest inventory and forest restoration on its properties around the lake in conjunction with the overall Forest Plan. The first site selected based on that inventory was a harvest site along the west side of the lake north of the treatment plant. The second harvest site was off Delano Road on the east side of the lake and the third property is at the north end of the lake off the Old Stage Road where white pine was the main production. A review of the three projects determined that an appropriate and responsible timber management strategy was undertaken. Harvesting of other District properties will continue each year. The objective is to do consistent and selective cutting that is intended to improve the health of trees and vegetation in the watershed.

Respectfully submitted,

Michael Sinton

Trustee to the Bath Water District from Woolwich

**WILLIAM H. BREWER***Certified Public Accountant*

858 Washington Street

P.O. Box 306

Bath, Maine 04530

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(207) 443-9759

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## INDEPENDENT AUDITORS' REPORT

Board of Selectmen  
Town of Woolwich  
13 Nequasset Road  
Woolwich, Maine 04579

We have audited the accompanying financial statements of the governmental activities and each major fund of the Town of Woolwich, as of and for the years ended June 30, 2016 and 2015, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the Table of Contents.

**Management's Responsibility for the Financial Statements**

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

**Auditor's Responsibility**

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

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

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

**Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Town of Woolwich as of June 30, 2016 and 2015, and the respective changes in financial position, and where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters***Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in

the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### *Other Information*

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

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

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

September 28, 2016

### **TOWN OF WOOLWICH MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) FISCAL YEAR JULY 1, 2015 THROUGH JUNE 30, 2016**

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, 2015 through June 30, 2016. This is the Town of Woolwich's twelfth 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 \$3,386,557.76.
2. The Town's total ending fund balance for all governmental funds combined was \$1,557,640.95 on June 30, 2016.
3. The Undesignated Unreserved Fund Balance (Surplus) is \$1,320,171.21 on June 30, 2016. This is an increase of \$73,301.42 from the previous fiscal year.

#### **Overview of the Financial Statement**

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

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

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

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

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

Both of the government-wide financial statements distinguish functions of the Town of Woolwich that are principally supported by taxes and intergovernmental revenues (governmental activities). The Town of Woolwich's governmental

activities include general government, protection (fire, street lighting), Highways and Bridges (highway, winter maintenance, road construction and paving), Interest and Debt Service, Education assessment, county assessment, Health and Welfare, and Unclassified.

### **Fund Financial Statements**

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

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

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

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

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

These funds are restricted for the cemetery trust funds. The fiduciary funds financial statement is included in the audit that follows on Schedule A-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 Position.** As stated earlier, net position may serve over time as a useful indicator of a government's financial position.

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

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

The *general fund* balance started at \$1,246,869.79 on July 1<sup>st</sup>, unexpended funds lapsing to surplus totaled \$995,639.00. Town meetings withdrawal of \$900,000.00; an increase in deferred tax revenue of \$17,641.34; and \$4,696.24 voted per Article 33 at Town Meeting leaves a balance of \$1,320,171.21 at June 30, 2016.

**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 2016 to consider and review the budget for fiscal year 2017. After a full line item review of the budget - a final budget was adopted by the Board of Selectmen and recommended its passage at the annual Town Meeting held on Saturday, May 7, 2016. Town Meeting approved the proposed budget that was presented by the Board of Selectmen for fiscal year 2017 in the amount of \$1,503,742.00. This budget was \$7,305.00 less than the FY16 budget. Most of this reduction was due to fewer requests for funding support from local social service agencies.

**Budgets and Budgetary Accounting.** The following is a comparison of the actual expenditures for 2010-2016:

	2010	2011	2012	2013	2014	2015	2016	2016
	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Actual
Clerical Assistant	\$ 2,711	\$ 6,826	\$ 2,427	\$	\$	\$	\$	\$
Compensatory Time	\$	\$	\$	\$ 395	\$	\$	\$	\$
Town Officers	\$ 37,066	\$ 38,643	\$ 37,656	\$ 37,098	\$ 36,450	\$ 35,854	\$ 36,775	\$ 35,834
Tax Coll/Dep Clerk	\$ 34,034	\$ 26,652	\$ 31,776	\$ 34,528	\$ 35,115	\$ 29,611	\$ 36,351	\$ 32,158
Town Administrator	\$ 41,724	\$ 41,724	\$ 42,558	\$ 43,623	\$ 44,365	\$ 45,031	\$ 45,797	\$ 45,797
Town Clerk/Dep TC	\$ 21,536	\$ 21,192	\$ 20,204	\$ 29,743	\$ 32,391	\$ 32,877	\$ 33,453	\$ 33,436
Codes Officer	\$ 21,424	\$ 21,424	\$ 21,852	\$ 22,399	\$ 22,399	\$ 22,735	\$ 23,122	\$ 23,122
Health Insurance	\$ 7,058	\$ 10,586	\$ 17,025	\$ 29,062	\$ 29,860	\$ 31,578	\$ 33,000	\$ 32,067
Social Security	\$ 15,689	\$ 15,439	\$ 15,784	\$ 16,270	\$ 16,938	\$ 16,601	\$ 17,900	\$ 16,861
Workers Comp.	\$ 6,196	\$ 6,794	\$ 7,427	\$ 8,331	\$ 7,588	\$ 5,623	\$ 9,051	\$ 8,956
Unemployment Comp	\$ 336	\$ 167	\$ 742	\$ 829	\$ 695	\$ 889	\$ 1,500	\$ 567
Auditor	\$ 8,600	\$ 8,600	\$ 8,700	\$ 8,600	\$ 8,700	\$ 8,700	\$ 8,700	\$ 8,700
Town Report	\$ 3,020	\$ 2,180	\$ 2,022	\$ 2,218	\$ 2,265	\$ 2,265	\$ 2,400	\$ 2,330
Contingency Fund	\$ 3,488	\$ 2,920	\$ 9,000	\$ 4,772	\$ 10,025	\$ 1,466	\$ 10,000	\$ 3,844
Insurance	\$ 16,165	\$ 17,106	\$ 17,348	\$ 18,093	\$ 19,197	\$ 20,476	\$ 21,188	\$ 20,563
Litigation	\$ 5,010	\$ 3,173	\$ 450	\$ 7,343	\$ 17,541	\$ 3,544	\$ 8,000	\$ 6,095
Board of Appeals		\$ 40	\$	\$	\$	\$	\$ 100	\$ 55
Conservation Comm.	\$ 395	\$	\$	\$	\$	\$	\$	\$
Planning Board	\$ 1,132	\$ 495	\$ 1,009	\$ 367	\$ 216	\$ 573	\$ 1,427	\$ 55
Old Town House	\$ 4,520	\$	\$ 1,237	\$	\$	\$	\$	\$
Plant Operations	\$ 33,304	\$ 35,137	\$ 27,870	\$ 23,341	\$ 29,209	\$ 26,819	\$ 36,232	\$ 28,594
Municipal Build Fund	\$ 214	\$ 124,829	\$ 45,565	\$ 33,645	\$ 283,756	\$ 56,129	\$ 8,504	\$ 8,504
Maine Municip Assn	\$ 3,357	\$ 3,291	\$ 3,476	\$ 3,563	\$ 3,674	\$ 3,690	\$ 3,850	\$ 3,850
Assessing Agent	\$ 18,780	\$ 18,780	\$ 19,200	\$ 19,200	\$ 19,500	\$ 19,800	\$ 20,100	\$ 20,100
Office Operations	\$ 32,294	\$ 31,650	\$ 31,988	\$ 31,073	\$ 32,688	\$ 31,332	\$ 35,112	\$ 35,112
Computer Replace	\$ 496	\$	\$ 3,381	\$ 6,124	\$ 833	\$ 721	\$ 2,000	\$
Property Tax Maps	\$ 2,000	\$	\$	\$ 2,200	\$ 4,000	\$	\$ 4,000	\$ 2,500
Cable TV Committee	\$ 130	\$	\$ 1,200	\$	\$ 1,223	\$ 87	\$ 1,943	\$ 165
Historic Preservation	\$ 1,400	\$ 1,300	\$ 1,300	\$ 1,300	\$ 1,000	\$ 1,100	\$ 991	\$
County Tax	\$ 597,382	\$ 572,069	\$ 615,464	\$ 651,265	\$ 680,692	\$ 684,077	\$ 694,311	\$ 694,311
Roads & Bridges	58,103	\$ 105,906	\$ 67,181	\$ 59,901	\$ 60,440	\$ 49,479	\$ 70,933	\$ 62,619
Snow Removal	\$ 368,711	\$ 367,371	\$ 378,124	\$ 389,716	\$ 401,520	\$ 413,568	\$ 413,418	\$ 413,418
Tar Account	\$ 146,144	\$ 139,216	\$ 153,610	\$ 159,259	\$ 141,852	\$ 136,119	\$ 173,373	\$ 169,172

	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2016 Actual
Street Signs	\$ 2,008	\$ 926	\$ 1,177	\$ 2,156	\$ 646	\$ 1,238	\$ 1,116	\$ 683
Generator	\$ 498	\$	\$	\$	\$ 690	\$ 320	\$ 680	\$ 195
Animal Control	\$ 4,862	\$ 5,200	\$ 5,098	\$ 6,109	\$ 6,000	\$ 6,000	\$ 6,739	\$ 6,007
Health Officer	\$ 1,300	\$ 100	\$ 100	\$ 100	\$	\$	\$	\$
Cont								
Emergency	\$	\$	\$ 2,309	\$ 1,336	\$ 600	\$ 1,082	\$ 9,676	\$ 900
Managmnt								
Fire Department	\$ 78,022	\$ 84,143	\$ 90,339	\$ 82,050	\$ 70,647	\$ 76,697	\$ 91,623	\$ 77,109
Fire Dept Innocul.	\$ 2,452	\$ 1,358	\$ 895	\$ 1,615	\$ 2,030	\$ 627	\$ 2,500	\$ 1,772
Dry Hydrants	\$ 1,000	\$	\$ 1,600	\$	\$ 256	\$	\$ 2,180	\$
Hydrants	\$ 24,495	\$ 22,805	\$ 30,288	\$ 31,382	\$ 31,383	\$ 33,254	\$ 37,033	\$ 35,672
Fire Dept Grants	\$	\$	\$	\$	\$ 2,000	\$	\$	\$
Fire Dept Hose	\$ 1,500	\$ 1,500	\$ 1,666	\$ 2,715	\$ 2,520	\$	\$ 2,000	\$ 1,363
Street Lights	\$ 3,573	\$ 3,888	\$ 3,570	\$ 4,100	\$ 4,238	\$ 4,355	\$ 4,330	\$ 3,982
E911	\$ 39	\$ 46	\$	\$	\$ 16	\$ 84	\$ 150	\$ 71
Fire Clothing	\$ 5,981	\$ 10,558	\$ 12,737	\$ 6,964	\$ 7,330	\$ 9,031	\$ 11,172	\$ 9,105
Air Packs	\$	\$	\$	\$	\$	\$	\$ 8,715	\$ 8,715
Vehicle Replace	\$ 25,000	\$ 19,750	\$ 30,000	\$	\$ 75,000	\$	\$	\$
Fire Dept	\$ 800	\$	\$ 592	\$ 800	\$	\$	\$ 1,000	\$
Computer								
Fire Dept Gift	\$	\$	\$	\$	\$ 520	\$	\$	\$
Ambulance	\$ 2,500	\$	\$ 5,000	\$ 2,500	\$	\$	\$ 27,000	\$ 27,000
Septic Systems	\$	\$ 15,938	\$	\$	\$	\$	\$ 16,873	\$
Solid Waste	\$209,022	\$236,808	\$243,396	\$250,738	\$253,104	\$254,723	\$279,792	\$279,792
Sanitary Landfill	\$ 10,075	\$ 4,825	\$ 6,815	\$ 9,700	\$ 6,798	\$ 2,300	\$ 8,000	\$ 5,500
General Assistance	\$ 3,236	\$ 5,433	\$ 6,831	\$ 3,761	\$ 3,620	\$ 2,140	\$ 10,556	\$ 794
Fishway	\$	\$ 2,928	\$ 25,700	\$ 21,019	\$ 210	\$ 33,853	\$ 45,562	\$ 1,676
Woolwich EMS	\$ 750	\$ 37,726	\$ 48,244	\$ 42,578	\$ 36,983	\$ 49,385	\$ 45,022	\$ 44,949
Patten Free Lib	\$ 43,696	\$ 43,696	\$ 43,696	\$ 49,203	\$ 49,203	\$ 49,203	\$ 50,688	\$ 50,688
Misc Donations	\$ 25,090	\$ 25,290	\$ 29,090	\$ 32,002	\$ 22,002	\$ 21,502	\$ 22,502	\$ 22,502
Nequasset Church	\$ 313	\$ 179	\$ 1,122	\$ 1,478	\$ 792	\$ 363	\$ 1,794	\$ 350
Shellfish	\$ 1,334	\$ 1,777	\$ 3,667	\$ 3,286	\$ 1,532	\$ 1,421	\$ 3,156	\$ 1,737
Nequasset Trail Brk	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400
Recreation Comm	\$ 4,340	\$ 4,150	\$ 3,950	\$ 1,429	\$ 2,420	\$ 3,389	\$ 6,459	\$ 2,568
Animal Shelter	\$ 3,049	\$	\$ 3,372	\$ 3,963	\$ 3,963	\$ 3,963	\$ 3,963	\$ 3,963
Veterans	\$ 250	\$	\$ 1,604	\$ 1,604	\$ 1,560	\$ 1,645	\$ 2,500	\$ 1,916
Monument								
Town Clock	\$	\$	\$	\$	\$ 550	\$	\$ 1,154	\$

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

2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
12.05	11.65	11.55	12.25	12.50	12.80	13.80	14.30	14.20

**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.

	2013	2014	2015	2016
Municipal Buildings Reserve	\$ 73,099	\$ 56,134	\$ 39,397	\$ 30,952
Emergency Services Reserve	\$ 112,137	\$ 37,248	\$ 37,304	\$ 10,318
Old Town House Reserve	\$ 3,701	\$ 3,707	\$ 3,713	\$ 3,450
Septic Reserve	\$ 14,493	\$ 14,515	\$ 14,537	\$ 14,558
Generator Reserve	\$ 10,687	\$ 11,504	\$	\$

**Long Term Debt:** The Town of Woolwich's long-term debt outstanding at fiscal year-end totals \$195,000.00, a decrease of \$30,000.00 from fiscal year 2015. Detailed information of the Town of Woolwich's various outstanding long

term debts can be viewed in Note D. Maine Statutes limit the amount of general obligation debt a municipality may issue to 15 percent of the Total State Town Valuation. We are well below our debt limit.

**Currently Known Facts and Information:** The spring 2016 alewife run was down from previous years and the small fry had a hard time leaving Nequasset Lake and stream to head back out to sea. Changes may need to be made to correct this problem.

At the May 2015 town meeting, the people approved starting a Pay As You Throw (PAYT) program for household trash. The Selectpeople amended the article to reduce the Solid Waste budget line by \$36,000 and the Town contracted with Waste Zero to provide special bags for the Town. The program was working out very well with municipal solid waste tonnages decreasing as expected and recycling tonnages increasing. A petition, requesting repeal of the PAYT program was presented to and accepted by the Selectboard to be voted on at the November 2015 election. A majority of the voters approved repealing PAYT. With a contractually required 60 days' notice to Waste Zero, the program came to an end with the last trash pick-up day in January 2016. To that point the town had realized a savings and had recouped the \$36,000.00 by the sale of bags and by seeing a considerable reduction in tipping fees for the MSW. Because the town had to purchase back unsold stock from the various vendors and stock that was still in Waste Zero's warehouse, the trash budget actually ended up over expended by \$4,696.24. For the first time ever, the Selectpeople had to use monies from undesignated fund balance, as allowed by town meeting vote, to cover the unexpected expense. The town is now selling off the excess stock of bags in house to anyone wishing to buy the trash bags.

For the first time in many years the 2016 town meeting was held on a Saturday morning in May after usually being held on a Wednesday evening. This was done as per an informal poll of the exiting voters taken at the November 2015 election. Attendance was great but I'm not sure if that is attributable to it being a Saturday morning or to having controversial articles on the town meeting warrant.

Lloyd Coombs will not be running for reelection as a Selectman this year (November 2016). Six people took out nomination papers with only four of them returning them. So we have four people officially running for two positions on the Selectboard.

**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

Exhibit A

TOWN OF WOOLWICH  
STATEMENTS OF NET POSITION  
JUNE 30, 2016 AND 2015

	2016	2015
<b>ASSETS</b>		
<b>CURRENT ASSETS:</b>		
Cash (Note B)	\$ 1,130,706.81	\$ 1,100,393.36
Accounts Receivable (Note C)	24,030.76	29,780.16
Taxes Receivable	243,166.31	241,116.81
Tax Liens	98,504.41	96,790.57
Investments (Note B)	342,942.29	335,922.87
Prepaid Expenses	783.32	800.00
Due From Other Funds	8,771.57	
Total Current Assets	\$ 1,848,905.47	\$ 1,804,803.77
 <b>PROPERTY, PLANT, AND EQUIPMENT (NOTE I):</b>		
Land and Improvements	\$ 220,248.00	\$ 220,248.00
Buildings	968,517.00	968,517.00
Equipment	1,047,377.81	1,017,363.81
Infrastructure	3,562,548.72	3,429,948.72
Total Property, Plant, and Equipment	\$ 5,798,691.53	\$ 5,636,077.53
Less: Accumulated Depreciation	3,996,208.00	3,816,479.00
Net Property, Plant, and Equipment	\$ 1,802,483.53	\$ 1,819,598.53
Total Assets	\$ 3,651,389.00	\$ 3,624,402.30
<b>LIABILITIES AND NET POSITION</b>		
<b>CURRENT LIABILITIES:</b>		
Notes Payable (Note D)	\$ 30,000.00	\$ 30,000.00
Accounts Payable - Trade	38,488.75	8,558.97
Due To Other Funds	8,771.57	
Deferred Revenue (Note G)	22,570.92	50,871.80
Total Current Liabilities	\$ 99,831.24	\$ 89,430.77
 <b>LONG-TERM LIABILITIES:</b>		
Notes Payable - Net of Current Portion	165,000.00	195,000.00
Total Liabilities	\$ 264,831.24	\$ 284,430.77
 <b>NET POSITION:</b>		
Net Invested in Capital Assets	\$ 1,607,483.53	\$ 1,594,598.53
Restricted for:		
Capital Projects	59,279.07	94,949.67
Other Purposes (Note F)	178,190.67	199,761.60
Unrestricted	1,541,604.49	1,450,661.73
Total Net Position	\$ 3,386,557.76	\$ 3,339,971.53
Total Liabilities and Net Position	\$ 3,651,389.00	\$ 3,624,402.30

The accompanying notes are an integral part of the financial statements



TOWN OF WOOLWICH  
STATEMENTS OF ACTIVITIES  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015

FUNCTIONS/PROGRAMS	PROGRAM REVENUES		NET (EXPENSE) REVENUE AND CHANGE IN NET POSITION		
	EXPENSES	CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	2016 TOTAL	2015 TOTAL
Primary Government:					
Governmental Activities:					
General Government	\$ 409,626.22	\$ 112,891.36	\$ 72,831.00	\$ (223,903.86)	\$ (217,033.56)
Health and Welfare	292,027.90	49,662.26		(242,365.64)	(250,320.52)
Highways and Bridges	610,547.39	268.80	62,064.00	(548,214.59)	(516,405.79)
Education	3,746,103.00			(3,746,103.00)	(3,696,202.00)
County Tax Assessment	694,311.00			(694,311.00)	(684,077.28)
Public Safety	231,289.14	7,671.85	2,000.00	(221,617.29)	(228,815.28)
Unclassified	81,443.06	1,661.58		(79,781.48)	(79,924.22)
Municipal Building Interest Expense	9,044.47			(9,044.47)	(10,579.12)
Total Primary Government	\$ 6,074,392.18	\$ 172,155.85	\$ 136,895.00	\$ (5,765,341.33)	\$ (5,683,357.77)
General Revenues:					
Taxes:					
Property Taxes				\$ 4,915,859.06	\$ 4,876,177.75
Homestead Reimbursement				53,960.00	55,270.00
Excise Taxes				677,318.11	613,491.38
Intergovernmental				135,397.85	63,363.00
Interest and Investment Earnings				38,782.54	35,731.84
Loss on Disposal of Assets				(9,390.00)	(1,665.00)
Gain on Sale of Generator					2,500.00
Total General Revenues				\$ 5,811,927.56	\$ 5,644,868.97
Changes in Net Position				\$ 46,586.23	\$ (38,488.80)
Net Position, July 1				3,339,971.53	3,378,460.33
Net Position, June 30				\$ 3,386,557.76	\$ 3,339,971.53

The accompanying notes are an integral part of the financial statements

Exhibit C

TOWN OF WOOLWICH  
 RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES  
 TO NET POSITION OF GOVERNMENTAL ACTIVITIES  
 FOR THE YEARS ENDED JUNE 30, 2016 AND 2015

	2016	2015
GOVERNMENTAL FUND BALANCES:		
Restricted for:		
Capital Projects (Schedule A-13)	\$ 59,279.07	\$ 94,949.67
Other Purposes (Schedule A-4)	178,190.67	199,761.60
Unrestricted (Schedule A-3)	1,320,171.21	1,246,869.79
	\$ 1,557,640.95	\$ 1,541,581.06
Amounts reported for governmental activities in the Statements of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	1,802,483.53	1,819,598.53
Notes payable are not due and payable in the current period and therefore are not reported in the funds.	(195,000.00)	(225,000.00)
Property taxes not collected within sixty days after year end are deferred as revenue in the fund financial statements. In the government-wide financial statements the revenue is income in the year it is assessed.	221,433.28	203,791.94
Net Position of Governmental Activities (Exhibit A)	\$ 3,386,557.76	\$ 3,339,971.53

The accompanying notes are an integral part of the financial statements

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, 2016 AND 2015

	2016	2015
Net Change in Fund Balances - Total Governmental Funds (Exhibit F)	\$ 16,059.89	\$ (45,835.88)
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).	(3,950.00)	(23,103.00)
Repayment of debt is an expenditure in the governmental funds, but the repayment reduces liabilities in the Statements of Net Position.	30,000.00	45,000.00
The sale of assets is recorded as revenue in the governmental funds, but in the Statements of Activities it is reduced by the net book value of the assets sold.	(13,165.00)	(1,665.00)
Property taxes are deferred in the fund financial statements, but in the government-wide financial statements they are recorded as income the year they are assessed.	17,641.34	(12,884.92)
Changes in Net Position of Governmental Activities (Exhibit B)	\$ 46,586.23	\$ (38,488.80)

The accompanying notes are an integral part of the financial statements

Exhibit E

TOWN OF WOOLWICH  
BALANCE SHEETS - GOVERNMENTAL FUNDS  
JUNE 30, 2016 AND 2015

	GOVERNMENTAL FUND TYPES		2016 TOTAL	2015 TOTAL
	GENERAL	CAPITAL PROJECTS		
<b>ASSETS:</b>				
Cash (Note B)	\$ 1,062,656.17	\$ 68,050.64	\$ 1,130,706.81	\$ 1,100,393.36
Taxes Receivable	243,166.31		243,166.31	241,116.81
Tax Liens	98,504.41		98,504.41	96,790.57
Accounts Receivable (Note C)	24,030.76		24,030.76	29,780.16
Due From Other Funds	8,771.57		8,771.57	
Investments (Note B)	342,942.29		342,942.29	335,922.87
Prepaid Expense	783.32		783.32	800.00
Total Assets	<u>\$ 1,780,854.83</u>	<u>\$ 68,050.64</u>	<u>\$ 1,848,905.47</u>	<u>\$ 1,804,803.77</u>
<b>LIABILITIES, RESERVES, AND FUND BALANCE:</b>				
<b>Liabilities:</b>				
Accounts Payable	\$ 38,488.75	\$ -	\$ 38,488.75	\$ 8,558.97
Due To Other Funds		8,771.57	8,771.57	
Total Liabilities	<u>\$ 38,488.75</u>	<u>\$ 8,771.57</u>	<u>\$ 47,260.32</u>	<u>\$ 8,558.97</u>
<b>Reserves:</b>				
Deferred Revenue (Note G)	\$ 22,570.92	\$ -	\$ 22,570.92	\$ 50,871.80
Deferred Tax Revenue (Note H)	221,433.28		221,433.28	203,791.94
Total Reserves	<u>\$ 244,004.20</u>	<u>\$ -</u>	<u>\$ 244,004.20</u>	<u>\$ 254,663.74</u>
<b>Fund Balance:</b>				
Committed for Capital Projects	\$ -	\$ 59,279.07	\$ 59,279.07	\$ 94,949.67
Assigned for Other Purposes (Note F)	178,190.67		178,190.67	199,761.60
Unassigned	1,320,171.21		1,320,171.21	1,246,869.79
Total Fund Balance	<u>\$ 1,498,361.88</u>	<u>\$ 59,279.07</u>	<u>\$ 1,557,640.95</u>	<u>\$ 1,541,581.06</u>
Total Liabilities, Reserves, and Fund Balance	<u>\$ 1,780,854.83</u>	<u>\$ 68,050.64</u>	<u>\$ 1,848,905.47</u>	<u>\$ 1,804,803.77</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, 2016 AND 2015

	GOVERNMENTAL FUNDS		2016 TOTAL	2015 TOTAL
	GENERAL	CAPITAL PROJECTS		
<b>REVENUES:</b>				
Intergovernmental Revenue	\$ 135,397.85	\$ -	\$ 135,397.85	\$ 63,363.00
Homestead Reimbursement	53,960.00		53,960.00	55,270.00
Property Taxes	4,898,217.72		4,898,217.72	4,889,062.67
Excise Tax	677,318.11		677,318.11	613,491.38
General Government	189,497.36		189,497.36	168,302.64
Protection	9,671.85		9,671.85	6,105.44
Health and Welfare	49,662.26		49,662.26	48,575.12
Interest	38,681.57	100.97	38,782.54	35,731.84
Highways and Bridges	62,332.80		62,332.80	62,251.86
Unclassified	1,661.58		1,661.58	5,879.45
Total Revenues	<u>\$ 6,116,401.10</u>	<u>\$ 100.97</u>	<u>\$ 6,116,502.07</u>	<u>\$ 5,948,033.40</u>
<b>EXPENDITURES:</b>				
Education	\$ 3,746,103.00	\$ -	\$ 3,746,103.00	\$ 3,696,202.00
General Government	377,977.91		377,977.91	386,575.38
Highways and Bridges	645,892.39		645,892.39	600,403.65
Protection	219,269.14		219,269.14	180,835.72
Health and Welfare	292,027.90		292,027.90	298,895.64
Unclassified	81,443.06		81,443.06	85,803.67
Special Assessments	694,311.00		694,311.00	684,077.28
Interest	4,373.31		4,373.31	5,496.82
Municipal Building Loan	39,044.47		39,044.47	55,579.12
Total Expenditures	<u>\$ 6,100,442.18</u>	<u>\$ -</u>	<u>\$ 6,100,442.18</u>	<u>\$ 5,993,869.28</u>
Excess of Revenues Over (Under) Expenditures	<u>\$ 15,958.92</u>	<u>\$ 100.97</u>	<u>\$ 16,059.89</u>	<u>\$ (45,835.88)</u>
<b>OTHER FINANCING SOURCES (USES):</b>				
Operating Transfers - In	\$ 35,771.57	\$ -	\$ 35,771.57	\$ 28,305.47
Operating Transfers - Out		(35,771.57)	(35,771.57)	(28,305.47)
Total Other Financing Sources (Uses)	<u>\$ 35,771.57</u>	<u>\$ (35,771.57)</u>	<u>\$ -</u>	<u>\$ -</u>
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	<u>\$ 51,730.49</u>	<u>\$ (35,670.60)</u>	<u>\$ 16,059.89</u>	<u>\$ (45,835.88)</u>
Fund Balance, July 1	1,446,631.39	94,949.67	1,541,581.06	1,587,416.94
Fund Balance, June 30	<u>\$ 1,498,361.88</u>	<u>\$ 59,279.07</u>	<u>\$ 1,557,640.95</u>	<u>\$ 1,541,581.06</u>

The accompanying notes are an integral part of the financial statements

Exhibit G

TOWN OF WOOLWICH  
STATEMENT OF FIDUCIARY NET POSITION  
NONEXPENDABLE TRUST FUNDS - CEMETERY TRUST FUNDS  
JUNE 30, 2016 AND 2015

	<u>2016</u>	<u>2015</u>
ASSETS:		
Cash	\$ 12,664.89	\$ 12,647.36
LIABILITIES	\$ -	\$ -
NET POSITION:		
Restricted for Principal	\$ 9,931.68	\$ 9,931.68
Unrestricted	2,733.21	2,715.68
Total Net Position	<u>\$ 12,664.89</u>	<u>\$ 12,647.36</u>
Total Liabilities and Net Position	<u>\$ 12,664.89</u>	<u>\$ 12,647.36</u>

Exhibit H

STATEMENTS OF CHANGES IN FIDUCIARY NET POSITION  
NONEXPENDABLE TRUST FUNDS - CEMETERY TRUST FUNDS  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015

	<u>2016</u>	<u>2015</u>
REVENUES:		
Interest	\$ 17.53	\$ 18.88
EXPENDITURES		
Change in Net Position	<u>\$ 17.53</u>	<u>\$ 18.88</u>
Net Position, July 1	12,647.36	12,628.48
Net Position, June 30	<u>\$ 12,664.89</u>	<u>\$ 12,647.36</u>

Exhibit I

STATEMENTS OF CASH FLOWS  
FIDUCIARY FUND TYPE - NONEXPENDABLE TRUST FUNDS  
CEMETERY TRUST FUNDS  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015

	<u>2016</u>	<u>2015</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Interest Income	\$ 17.53	\$ 18.88
Net Cash Provided by Operating Activities	<u>\$ 17.53</u>	<u>\$ 18.88</u>
Cash Balance, July 1	12,647.36	12,628.48
Cash Balance, June 30	<u>\$ 12,664.89</u>	<u>\$ 12,647.36</u>

The accompanying notes are an integral part of the financial statements

TOWN OF WOOLWICH  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2016

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

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

1. Financial Reporting Entity

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

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

2. Basic Financial Statements - Government-Wide Statements

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

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

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

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

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

### 3. Basic Financial Statements - Fund Financial Statements

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

The following fund types are used by the Town:

#### a. Governmental Funds:

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

##### 1. General Fund:

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

##### 2. Capital Projects Funds:

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

##### 3. Fiduciary Funds:

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

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

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

### 4. Basis of Accounting

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

#### a. Accrual:

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

#### b. Modified Accrual:

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

### 5. Financial Statement Amounts

#### a. Cash and Cash Equivalents:

The Town has defined cash and cash equivalents to include cash on hand, demand deposits, and cash with fiscal 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 Sections 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 |
- 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. 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.
- g. Fund Balance:  
The Town's unrestricted net position is maintained to lessen the need for borrowing, protect the Town's credit rating, and provide the funds necessary to meet the Town's financial operating obligations. It is the Town's policy that the unassigned fund balance shall be an amount equal to at least 15% of the total annual budget comprising the proposed operating budget to be voted on at town meeting, the County assessment, the school assessments, and the estimated property tax abatements and overlay. Subject to approval by the voters, excess funds may be used to stabilize the tax rate, fund capital reserve accounts, or to fund a contingency reserve fund for non-recurring or extraordinary unanticipated expenditures.  
In accordance with GASB Statement No. 54, the Town employed new terminology and classifications for fund balance items during the fiscal year ending June 30, 2011.  
Nonspendable fund balances include amounts that are not expected to be converted to cash, or that are legally required to be maintained intact. The fund balance of the Town's Cemetery Fund is classified as nonspendable.  
Restricted fund balances represent those portions of fund equity that have externally enforceable legal restrictions.  
Committed fund balances are amounts that can be used only for specific purposes because of a formal action taken by town government. Budget carryforward amounts and the fund balances in the Capital Projects Fund and the Cemetery Trust Fund are in this category.  
Assigned fund balances are amounts that the Town intends to use for specific purposes. The Board of Selectmen approved carryovers are included in assigned fund balances.  
Unassigned fund balance is all amounts in the General Fund that are not assigned to another category. Only the General Fund can have an unassigned fund balance.
- h. Compensated Absences:  
The Town accrues accumulated unpaid vacation and sick leave and associated employee-related costs when earned (or estimated to be earned) by the employee. The noncurrent portion (the amount estimated to be used in subsequent fiscal years) for governmental funds is maintained separately and represents a reconciling item between the fund and government-wide presentations.

## 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	\$ 1,103,371.70	\$ 1,117,705.59	\$ 255,484.61	\$ 862,220.98	\$
Non-Interest					
Bearing Accounts	40,000.00	40,000.00		40,000.00	
	<u>\$ 1,143,371.70</u>	<u>\$ 1,157,705.59</u>	<u>\$ 255,484.61</u>	<u>\$ 902,220.98</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	\$ 2,942.29	\$ 2,942.29	\$	\$ 2,942.29	\$
Certificate of Deposit	340,000.00	350,299.05		350,299.05	
	<u>\$ 342,942.29</u>	<u>\$ 353,241.34</u>	<u>\$</u>	<u>\$ 353,241.34</u>	<u>\$</u>

## NOTE C - ACCOUNTS RECEIVABLE:

Accounts Receivable consists of the following:

State Revenue Sharing	\$ 10,166.76
State Homestead	11,864.00
MMA Safety Grant	2,000.00
	<u>\$ 24,030.76</u>

## NOTE D - LONG-TERM DEBT:

The following is a summary of note transactions for the Town of Woolwich for the year ended June 30, 2016:

	PRINCIPAL BALANCE JULY 1, 2015	ADDITIONS	REDUCTIONS	PRINCIPAL BALANCE JUNE 30, 2016
Bath Savings Institution	<u>\$ 225,000.00</u>	<u>\$</u>	<u>\$ 30,000.00</u>	<u>\$ 195,000.00</u>

Long-Term Debt as of June 30, 2016 is as follows:

Bath Savings Institution - Municipal Building Addition:

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

The annual requirements to amortize notes payable as of June 30, 2016 follows:

YEAR ENDING JUNE 30	PRINCIPAL	INTEREST	TOTAL
2017	\$ 30,000.00	\$ 7,762.50	\$ 37,762.50
2018	30,000.00	6,520.50	36,520.50
2019	30,000.00	5,278.50	35,278.50
2020	30,000.00	4,036.50	34,036.50
2021	30,000.00	2,794.50	32,794.50
2022-2023	45,000.00	1,863.00	46,863.00
	<u>\$ 195,000.00</u>	<u>\$ 28,255.50</u>	<u>\$ 223,255.50</u>

**NOTE E - GENERAL FUND BUDGET:**

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

**NOTE F - ASSIGNED FOR OTHER PURPOSES:**

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

Assigned for General Government:

General Government	\$ 22,282.61
Highways and Bridges	14,012.62
Protection	18,646.40
Health and Welfare	114,764.33
Unclassified	8,484.71
	<u>\$ 178,190.67</u>

**NOTE G - DEFERRED REVENUE:**

Deferred Revenue consists of the following:

State Revenue Sharing	\$ 15,805.00
Prepaid 2017 Taxes	6,765.92
	<u>\$ 22,570.92</u>

**NOTE H - REVENUE RECOGNITION - PROPERTY TAXES:**

The Town's property tax for the current year was levied September 21, 2015 on the assessed value listed as of April 1, 2015 for all taxable real and personal property located in the Town. One half of the tax was due on October 1, 2015 and the remainder on April 1, 2016. Interest accrued at 7.00% commencing November 1, 2015 for the first half of tax due and again at May 1, 2016 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 - PROPERTY, PLANT, AND EQUIPMENT:

The following is a summary of changes in fixed assets at June 30, 2016:

	BALANCE JULY 1, 2015	ADDITIONS	DISPOSITIONS	BALANCE JUNE 30, 2016
Land and Improvements	\$ 220,248.00	\$	\$	\$ 220,248.00
Buildings	968,517.00			968,517.00
Equipment	1,017,363.81	53,789.00	23,775.00	1,047,377.81
Infrastructure	3,429,948.72	132,600.00		3,562,548.72
	<u>\$ 5,636,077.53</u>	<u>\$ 186,389.00</u>	<u>\$ (23,775.00)</u>	<u>\$ 5,798,691.53</u>
Accumulated Depreciation	(3,816,479.00)	(190,339.00)	10,610.00	(3,996,208.00)
Net Property, Plant, and Equipment	<u>\$ 1,819,598.53</u>	<u>\$ (3,950.00)</u>	<u>\$ (13,165.00)</u>	<u>\$ 1,802,483.53</u>

Depreciation expenses for the period totaled \$190,339.00. These expenses were broken down as follows:

General Government	\$ 27,275.00
Public Safety	65,809.00
Highways and Bridges	97,255.00
	<u>\$ 190,339.00</u>

## NOTE J - RISK MANAGEMENT:

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

## NOTE K - INTEREST COST INCURRED:

During the current year the Town incurred interest costs totaling \$9,044.47, which was charged as an expense to the operating account.

## NOTE L - OVERLAPPING DEBT:

The Town of Woolwich is situated in Sagadahoc County and is therefore subject to annual assessment of its proportional share of County expenses. Long-term debt outstanding in Sagadahoc County, for which the Town of Woolwich would be proportionally responsible in the event the County defaulted, is approximately \$6,456,382.00 at June 30, 2016. The Town of Woolwich's share would be 8.55% of the debt, or approximately \$552,021.00.

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 \$21,916,797.00 at June 30, 2016. The Town of Woolwich's share would be 22.66% of the debt, or approximately \$4,966,346.00.

## NOTE M - SUBSEQUENT EVENTS:

As of September 28, 2016, the date the financial statements were available to be issued, management has reviewed events after June 30, 2016 and there were no material subsequent events requiring disclosure.

TOWN OF WOOLWICH  
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2016

	ORIGINAL AND FINAL BUDGET	ACTUAL
REVENUES:		
Intergovernmental Revenue	\$ 135,397.85	\$ 135,397.85
Homestead Reimbursement	53,960.00	53,960.00
Property Taxes	4,917,975.46	4,898,217.72
Excise Taxes		677,318.11
Highways and Bridges		62,332.80
General Government		116,666.36
Protection		9,671.85
Health and Welfare		49,662.26
Interest and Debt Service		38,681.57
Unclassified		1,661.58
State B.E.T.E.	72,809.08	72,831.00
Total Revenues	<u>\$ 5,180,142.39</u>	<u>\$ 6,116,401.10</u>
EXPENDITURES:		
Education	\$ 3,746,103.00	\$ 3,746,103.00
General Government	383,627.00	377,977.91
Highways and Bridges	564,148.00	645,892.39
Protection	195,669.00	192,269.14
Health and Welfare	247,450.00	292,027.90
Unclassified	80,153.00	81,443.06
Special Assessments	694,311.00	694,311.00
Interest and Debt Service	40,000.00	43,417.78
Ambulance		27,000.00
Total Expenditures	<u>\$ 5,951,461.00</u>	<u>\$ 6,100,442.18</u>
Excess of Revenues Over (Under) Expenditures	\$ (771,318.61)	\$ 15,958.92
OTHER FINANCING SOURCES:		
Operating Transfers - In		35,771.57
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	<u>\$ (771,318.61)</u>	<u>\$ 51,730.49</u>
Fund Balance, July 1, 2015	1,446,631.39	1,446,631.39
Fund Balance, June 30, 2016	<u>\$ 675,312.78</u>	<u>\$ 1,498,361.88</u>

Schedule A-2

TOWN OF WOOLWICH  
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS  
FOR THE YEAR ENDED JUNE 30, 2016

Cash Balance, July 1, 2015		\$ 1,005,443.69
ADD: CASH RECEIPTS:		
Tax Collections:		
Current Year	\$ 4,670,527.36	
Prior Years	236,920.22	
Prepaid Taxes	<u>6,765.92</u>	
Total Tax Collections	\$ 4,914,213.50	
Fees Collected for the State	259,363.26	
Departmental (Schedule A-4)	1,026,825.53	
State Revenue Sharing	111,606.52	
Homestead Reimbursement	56,949.00	
Capital Reserve Receipts	35,771.57	
Accounts Receivable	<u>249.47</u>	
Total Cash Receipts		<u>6,404,978.85</u>
Total Cash Available		\$ <u>7,410,422.54</u>
LESS: CASH DISBURSEMENTS:		
Departmental (Schedule A-4)	\$ 6,042,522.40	
Accounts Payable	3,522.59	
Prepaid Expenses	783.32	
Investment Account	7,019.42	
Fees Remitted to the State	258,147.07	
Ambulance	27,000.00	
Due from Other Funds	<u>8,771.57</u>	
Total Cash Disbursements		6,347,766.37
Cash Balance, June 30, 2016 (Schedule A-6)		<u><u>\$ 1,062,656.17</u></u>

Schedule A-3

TOWN OF WOOLWICH  
STATEMENT OF CHANGES IN UNAPPROPRIATED SURPLUS  
FOR THE YEAR ENDED JUNE 30, 2016

Unappropriated Surplus, July 1, 2015		\$ 1,246,869.79
INCREASE:		
Operating Account Balances Lapsed (Schedule A-4)		<u>995,639.00</u>
		\$ <u>2,242,508.79</u>
DECREASE:		
Appropriated at Town Meeting	\$ 900,000.00	
Increase in Deferred Taxes	17,641.34	
Article #33(c) at Town Meeting	<u>4,696.24</u>	
		922,337.58
Unappropriated Surplus, June 30, 2016		<u><u>\$ 1,320,171.21</u></u>



TOWN OF WOOLWICH  
STATEMENT OF DEPARTMENTAL OPERATIONS  
FOR THE YEAR ENDED JUNE 30, 2016

	BALANCE FORWARD 7/1/2015	APPROPRIATIONS	CASH RECEIPTS	OTHER CREDITS	TOTAL	CASH DISBURSED	OTHER CHARGES	TOTAL	LAPSED UNEXPENDED (OVERDRAFT)	BALANCE FORWARD 6/30/2016
<b>SPECIAL ASSESSMENTS:</b>										
County Tax Overlay	\$ -	\$ 694,311.00	\$ -	\$ -	\$ 694,311.00	\$ 694,311.00	\$ -	\$ 694,311.00	\$ 128,681.39	\$ -
	\$ -	\$ 128,681.39	\$ -	\$ -	\$ 128,681.39	\$ 128,681.39	\$ -	\$ 128,681.39	\$ -	\$ -
	\$ -	\$ 822,992.39	\$ -	\$ -	\$ 822,992.39	\$ 822,992.39	\$ -	\$ 822,992.39	\$ -	\$ -
<b>EDUCATION:</b>										
School	\$ -	\$ 3,746,103.00	\$ -	\$ -	\$ 3,746,103.00	\$ 3,746,103.00	\$ -	\$ 3,746,103.00	\$ -	\$ -
<b>INTEREST AND DEBT SERVICE:</b>										
Interest on Taxes	\$ -	\$ -	\$ 29,945.83	\$ -	\$ 29,945.83	\$ 4,333.31	\$ -	\$ 4,333.31	\$ 25,612.52	\$ -
Investment Interest	\$ -	\$ -	8,735.74	\$ -	8,735.74	40.00	\$ -	40.00	8,695.74	\$ -
Municipal Building Note Principal	\$ -	30,000.00	\$ -	\$ -	30,000.00	30,000.00	\$ -	30,000.00	\$ -	\$ -
Municipal Building Note Interest	\$ -	10,000.00	\$ -	\$ -	10,000.00	9,044.47	\$ -	9,044.47	955.53	\$ -
	\$ -	\$ 40,000.00	\$ 38,681.57	\$ -	\$ 78,681.57	\$ 43,417.78	\$ -	\$ 43,417.78	\$ 35,263.79	\$ -
<b>HIGHWAYS AND BRIDGES:</b>										
Roads and Bridges	\$ 10,933.13	\$ 60,000.00	\$ -	\$ -	\$ 70,933.13	\$ 62,283.20	\$ 336.00	\$ 62,619.20	\$ -	\$ 8,313.93
Snow Removal	22,373.39	413,148.00	268.80	1.32	413,418.12	413,418.12	\$ -	413,418.12	\$ -	4,201.32
Town Tarred Roads	\$ -	90,000.00	\$ -	61,000.00	173,373.39	169,172.07	\$ -	169,172.07	\$ -	1,064.00
Town Roads Block Grant	\$ -	\$ -	62,064.00	\$ -	62,064.00	\$ -	61,000.00	61,000.00	\$ -	\$ -
Street Signs	116.37	1,000.00	\$ -	\$ -	1,116.37	683.00	\$ -	683.00	\$ -	433.37
	\$ 33,422.89	\$ 564,148.00	\$ 62,332.80	\$ 61,001.32	\$ 720,905.01	\$ 645,556.39	\$ 61,336.00	\$ 706,892.39	\$ -	\$ 14,012.62
<b>PROTECTION:</b>										
Dry Hydrants	\$ 2,180.48	\$ -	\$ -	\$ -	\$ 2,180.48	\$ -	\$ -	\$ -	\$ -	\$ 2,180.48
Generator	680.00	\$ -	\$ -	\$ -	680.00	195.00	\$ -	195.00	\$ -	485.00
NPPA Clothing	671.67	\$ -	\$ -	\$ -	671.67	9,105.19	\$ -	9,105.19	\$ -	2,066.48
Constable/Animal Control	\$ -	8,500.00	739.00	2,000.00	11,171.67	6,007.00	\$ -	6,007.00	732.00	\$ -
Constable/Animal Control Contingency	\$ -	6,000.00	\$ -	\$ -	6,000.00	6,007.00	\$ -	6,007.00	401.30	\$ -
Fire Department	\$ -	500.00	\$ -	\$ -	500.00	98.70	\$ -	98.70	\$ -	\$ -
Civil Defense (WEMA)	9,675.64	88,700.00	2,922.50	\$ -	91,622.50	67,860.03	9,248.49	77,108.52	14,513.98	8,775.64
Hydrant Rental and Removal	2,314.41	34,719.00	\$ -	\$ -	37,033.41	9,675.64	\$ -	9,675.64	\$ -	\$ -
Street Lights	\$ -	4,100.00	\$ -	229.97	4,329.97	35,672.15	\$ -	35,672.15	1,361.26	\$ -
EMS Donations	1,948.57	\$ -	1,365.00	\$ -	3,313.57	3,981.67	\$ -	3,981.67	348.30	2,719.57
Woolwich EMS	\$ -	44,000.00	1,022.35	\$ -	45,022.35	44,949.05	\$ -	44,949.05	73.30	\$ -
Generator Replacement Fund	\$ -	1,000.00	\$ -	\$ -	1,000.00	\$ -	\$ -	\$ -	\$ -	1,000.00
911	\$ -	150.00	\$ -	\$ -	150.00	71.16	\$ -	71.16	78.84	\$ -
Ambulance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	27,000.00	27,000.00	\$ -	\$ -
Computer	\$ -	1,000.00	\$ -	27,000.00	28,000.00	\$ -	\$ -	\$ -	1,000.00	\$ -
Fire Inoculation/Physicals	\$ -	2,500.00	\$ -	\$ -	2,500.00	1,772.00	\$ -	1,772.00	\$ -	\$ -
Fire Hose Purchase	\$ -	2,000.00	\$ -	\$ -	2,000.00	1,363.04	\$ -	1,363.04	636.96	\$ -
Air Pack Replacement	6,215.00	2,500.00	\$ -	\$ -	8,715.00	8,715.00	\$ -	8,715.00	\$ -	\$ -
Shellfish	1,532.89	\$ -	1,623.00	\$ -	3,155.89	1,736.66	\$ -	1,736.66	\$ -	1,419.23
	\$ 25,218.66	\$ 195,669.00	\$ 7,671.85	\$ 29,229.97	\$ 257,789.48	\$ 183,020.65	\$ 36,248.49	\$ 219,269.14	\$ 19,873.94	\$ 18,646.40



TOWN OF WOOLWICH  
STATEMENT OF DEPARTMENTAL OPERATIONS  
FOR THE YEAR ENDED JUNE 30, 2016

	BALANCE FORWARD 7/1/2015	APPROPRIATIONS	CASH RECEIPTS	OTHER CREDITS	TOTAL	CASH DISBURSED	OTHER CHARGES	TOTAL	LAPSED UNEXPENDED (OVERDRAFT)	BALANCE FORWARD 6/30/2016
<b>HEALTH AND WELFARE:</b>										
Solid Waste Committee	\$ -	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	\$ 1,065.82	\$ -	\$ 1,065.82	\$ 1,434.18	\$ -
Landfill Monitoring	2,300.00	5,700.00	-	-	8,000.00	5,500.00	-	5,500.00	-	2,500.00
Septic System	16,872.63	-	5,160.29	-	16,872.63	-	-	16,872.63	-	16,872.63
Rescue Service Billing	10,646.47	-	36,545.32	4,696.24	15,806.76	258,748.48	21,043.08	279,791.56	-	15,806.76
Solid Waste	8,000.00	230,550.00	-	-	279,791.56	-	-	279,791.56	-	30,699.23
Landfill Closure	30,646.70	-	52.53	-	30,699.23	-	-	30,699.23	-	30,699.23
Household Hazardous Waste	-	2,000.00	-	-	2,000.00	2,000.00	-	2,000.00	-	-
General Assistance	5,000.00	5,000.00	556.12	-	10,556.12	794.46	-	794.46	4,761.66	5,000.00
Fishway	38,213.77	-	7,348.00	-	45,561.77	1,676.06	-	1,676.06	-	43,885.71
Health Officer	-	1,200.00	-	-	1,200.00	1,200.00	-	1,200.00	-	-
Health Officer Contingency	-	500.00	-	-	500.00	-	-	500.00	-	-
	<u>\$ 111,679.57</u>	<u>\$ 247,450.00</u>	<u>\$ 49,662.26</u>	<u>\$ 4,696.24</u>	<u>\$ 413,488.07</u>	<u>\$ 270,984.82</u>	<u>\$ 21,043.08</u>	<u>\$ 292,027.90</u>	<u>\$ 6,695.84</u>	<u>\$ 114,764.33</u>
<b>UNCLASSIFIED:</b>										
Nequasset Trailbreakers	\$ -	\$ -	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	\$ -	\$ 400.00	\$ -	\$ -
Library Operations	-	50,688.00	-	-	50,688.00	50,688.00	-	50,688.00	-	-
Miscellaneous Donations	-	22,502.00	-	-	22,502.00	22,502.00	-	22,502.00	-	-
Cemeteries	-	500.00	85.00	203.90	788.90	703.90	-	703.90	85.00	-
Nequasset Church	1,293.75	-	500.00	-	1,793.75	349.68	-	349.68	-	1,444.07
Heating Assistance Fund	5,733.73	-	1,074.00	-	6,807.73	920.60	-	920.60	-	5,887.13
Town Clock	1,150.93	-	2.58	-	1,153.51	-	-	1,153.51	-	1,153.51
Animal Shelter	-	3,963.00	-	-	3,963.00	3,962.88	-	3,962.88	0.12	-
Monument Committee	-	2,500.00	-	-	2,500.00	1,916.00	-	1,916.00	584.00	-
	<u>\$ 8,178.41</u>	<u>\$ 80,153.00</u>	<u>\$ 1,661.58</u>	<u>\$ 603.90</u>	<u>\$ 90,596.89</u>	<u>\$ 81,443.06</u>	<u>\$ -</u>	<u>\$ 81,443.06</u>	<u>\$ 669.12</u>	<u>\$ 8,484.71</u>
	<u>\$ 199,761.60</u>	<u>\$ 6,080,142.39</u>	<u>\$ 1,026,825.53</u>	<u>\$ 160,833.71</u>	<u>\$ 7,467,563.23</u>	<u>\$ 6,042,522.40</u>	<u>\$ 251,211.16</u>	<u>\$ 6,293,733.56</u>	<u>\$ 995,639.00</u>	<u>\$ 178,190.67</u>

Schedule A-5

TOWN OF WOOLWICH  
VALUATION, ASSESSMENT, AND COLLECTIONS  
FOR THE YEAR ENDED JUNE 30, 2016

VALUATION:		
Real Estate	\$ 341,205,800.00	
Personal Property	<u>5,130,500.00</u>	
Total		<u>\$ 346,336,300.00</u>
ASSESSMENT:		
Valuation x Rate (\$346,336,300.00 x .0142)		\$ 4,917,975.46
COLLECTIONS AND CREDITS:		
Cash Collections	\$ 4,670,527.36	
Prepaid	<u>6,764.54</u>	
Total Collections and Credits		<u>4,677,291.90</u>
2016 Taxes Receivable		<u>\$ 240,683.56</u>

COMPUTATION OF ASSESSMENT

Tax Commitment	\$ 4,917,975.46	
State Revenue Sharing	135,397.85	
Surplus - Appropriated at Town Meeting	900,000.00	
State BETE Program	72,809.08	
Homestead Reimbursement	<u>53,960.00</u>	
		\$ 6,080,142.39
REQUIREMENTS:		
Municipal	\$ 1,511,047.00	
County Tax	694,311.00	
Education	<u>3,746,103.00</u>	
		5,951,461.00
OVERLAY		<u>\$ 128,681.39</u>

Schedule A-6

TOWN OF WOOLWICH  
RECONCILIATION OF TREASURER'S CASH BALANCE  
FOR THE YEAR ENDED JUNE 30, 2016

Bath Savings Institution:		
Landfill:		
Balance Per Bank Statement		\$ 34,952.06
Bath Savings Institution:		
General Fund Checking:		
Balance Per Bank Statement	\$ 1,039,461.10	
Add: Deposits in Transit	732.71	
Less: Outstanding Checks	15,409.39	
Balance Per Books		1,024,784.42
First Federal Savings:		
Town Clock:		
Balance Per Bank Statement		2,576.90
Petty Cash		342.79
		<u>\$ 1,062,656.17</u>

Schedule A-7

STATEMENTS OF TAXES RECEIVABLE  
FOR THE YEARS ENDED JUNE 30, 2016 AND 2015

	<u>2016</u>	<u>2015</u>
2015-2016	\$ 240,683.56	\$ -
2014-2015	777.05	239,349.12
2013-2014	734.86	796.85
2012-2013	176.42	176.42
2011-2012	90.00	90.00
2010-2011	73.51	73.51
2009-2010	62.95	62.95
2008-2009	146.80	146.80
2007-2008	166.30	166.30
2006-2007	46.87	46.87
2005-2006	44.51	44.51
2004-2005	72.24	72.24
2003-2004	63.00	63.00
2002-2003	28.24	28.24
Total (Exhibit A)	<u>\$ 243,166.31</u>	<u>\$ 241,116.81</u>

Schedule A-8

TOWN OF WOOLWICH  
TAX LIENS  
JUNE 30, 2016

2015

Bailey, Margaret G. - Person in Possession	\$ 1,314.45
Booker, Philip V., Sr.	1,045.33
Bowen, Basil H. (TC)	449.02
Bowman, Robert L. (JT)	37.49
C2SB LLC	467.61
C2SB LLC	507.65
C2SB LLC	463.32
C2SB LLC	460.46
C2SB LLC	470.47
C2SB LLC	483.34
C2SB LLC	521.95
C2SB LLC	467.61
C2SB LLC	148.72
Caton, Dianne R. - Person in Possession	796.51
Chubbuck, Kenneth Todd (JT)	1,893.56
Coffin, Russell Aidan (JT)	97.12
Colby, Daniel & Julie	1,261.26
Cousins, Dawn L.	127.35
Creamer, Gary E. - Person in Possession	323.50
Creamer, Joseph I., Jr. (JT)	1,643.07
Crosby, Stephen J.	1,566.46
Curran, Terrance G. (JT)	2,626.91
Curran, Timothy J. & Brenda L. (JT) - Person in Possession	1,465.75
Daggett, Daniel A. (TC)	7,258.68
Dutton, William M. - PR (T/C)	170.17
Easler, Gary	614.90
Emerson, Angela M.	165.88
Emerson, Robert B. (JT)	95.26
Gallant, Edward H.	323.75
Geaghan, Terrance H.	12,735.58
Greenlaw, William (JT)	1,472.90
Hagerthy, Ronald L.	1,647.36
Hall, Ralph M. (JT)	154.48
Hallowell, Rosie Belle - TTEE	351.78
Hathorn Woods, LLC	47.19
Hathorn Woods, LLC	191.62
Hathorn Woods, LLC	191.62
Hathorn Woods, LLC	191.62
Hathorn Woods, LLC	503.36
Hathorn Woods, LLC	363.22
Hathorn Woods, LLC	358.93
Hathorn Woods, LLC	297.44
Hathorn Woods, LLC	293.15
Hathorn Woods, LLC	293.15
Hathorn Woods, LLC	470.47
Hathorn Woods, LLC	413.27
Hathorn Woods, LLC	336.05
Hathorn Woods, LLC	251.68
Hathorne, Barry R.	840.84
Hird, Craige B. - PR	342.59
Holbrook, Evan W. (JT)	2,145.00
Holbrook, Evan W. (JT)	2,348.06
Holbrook, John W. - Person in Possession	2,552.55

TOWN OF WOOLWICH  
TAX LIENS  
JUNE 30, 2016

2015 (Cont'd)

Johns, Adam A. - Person in Possession	\$ 516.23	
Johnston, Christopher J. (JT)	1,111.08	
Kaplan, Charlotte W.	2,621.19	
Kelley, Cathy Ann	637.78	
Leonard, James E.	1,372.21	
Little Brothers LLC	511.69	
Mank, Joan L.	446.42	
McFarland, Robert D.	1,214.07	
Meister, Guy C. (JT)	496.21	
Miller, AC & OL (JT) - Person in Possession	1,252.68	
Moore, Heather D.	1,051.05	
Moore, Larry R.	145.86	
Moore, Larry R.	583.44	
Mosier, Tony	526.27	
Murphy, Keith E. (JT)	2,754.18	
Osmond, Elaina - Person in Possession	933.79	
Page, Susan M. (JT)	1,265.05	
Peaslee, Jacqueline	444.73	
Pinkham, Melissa	725.01	
Polizotta, Marc M. (JT)	1,817.53	
Provident Trust Group, LLC	866.58	
Ramsey, Thomas R.	582.01	
Rose, Nancy L. - L/E	812.24	
Ross, Diana Danae	1,347.06	
Rowe, Judy L.	489.06	
Secretary, US Department HUD	287.78	
Sheen, Edward H. - Person in Possession	554.84	
True, Edward D.	1,148.29	
Varney, Timothy A. & Evelyn M. (JT) - Person in Possession	942.37	
Verrill, Mark	2,672.67	
Verrill, Mark S.	1,884.74	
Weiss, Lee	819.39	
Whitcomb, Marion E.	135.85	
Woodman, Kathy	302.14	
Young, Douglas J. & Catherine T.	<u>1,668.81</u>	
		\$ 90,085.03

2014

Booker, Philip V., Sr.	\$ 1,008.78	
Caton, Dianne R.	768.66	
Greenlaw, William (JT)	1,181.98	
Johns, Adam A.	235.99	
Moore, Larry R.	140.76	
Moore, Larry R.	563.04	
Ramsey, Thomas R.	78.58	
Ross, Diana Danae	12.87	
Sheen, Edward H.	535.44	
Varney, Timothy A. & Evelyn M.	289.35	
Whitcomb, Marion E.	131.10	
Young, Douglas J. & Catherine T.	<u>1,610.46</u>	
		6,557.01

2013

Booker, Philip V., Sr.	\$ 725.58	
Caton, Dianne R.	<u>725.76</u>	
		\$ 1,451.34

2012

Caton, Dianne R.		411.03
		<u>\$ 98,504.41</u>

TOWN OF WOOLWICH  
TAXES RECEIVABLE  
JUNE 30, 2016

Schedule A-9

Real Estate2015-2016

AA Associates, LLC	\$	29.82
AA Development, LLC		244.86
AA Development, LLC		474.28
AA Development, LLC		475.70
AA Development, LLC		489.90
Alexander-Farmer, Elizabeth (JT)		1,247.23
Allen, David		2,962.61
Ambrose, Merle S., Jr. (JT)		712.35
Ambrose, Merle Stanley, Jr. (JT)		710.90
Andersen, Tammy L. - PR		1,708.26
Anderson, Harold J. - LE		278.31
Anton, Carl J.		2,663.92
Bailey, Alan N; Dean S; Leigh B et		7,384.00
Bailey, Leigh B. & Dean S. & Alan N.		1,080.62
Bailey, Margaret G. - Person in Possession		1,942.56
Baker, Angela M. (Party in Possession)		329.44
Baker, Dean		626.93
Baker, Dean A.		1,242.50
Belanger, Rosanne - Person in Possession		17.04
Bell-Melvin, Renee Y.		8.22
Blersch, Trudi AB		648.94
Booker, Philip V., Sr. - Person in Possession		1,180.02
Boucher, Ronald M., Sr.		325.89
Bowen, BH & Marenius, Dr. (TC) - Person in Possession		445.88
Bowman, Robert L. (JT)		1,420.00
Boynton, Charlotte A.		2,029.18
Bragg, Amy C. (f/k/a) (JT)		3.09
Burnett, Jonathan C.		420.03
CAR, LLC		3,541.48
C2SB, LLC		464.34
C2SB, LLC		504.10
C2SB, LLC		460.08
C2SB, LLC		457.24
C2SB, LLC		467.18
C2SB, LLC		479.96
C2SB, LLC		518.30
C2SB, LLC		464.34
C2SB, LLC		147.68
Callan, Jillian K.		512.62
Caton, Dianne R. - Person in Possession		790.94
Chadbourne, Dale		298.14
Chadwick, Brian P. (JT)		820.76
Chandler, Pamela J.		1,533.60
Chop Point, Inc.		1,700.42
Chubbuck, KT & Mailly, ML - Person in Possession		2,382.76
Coffin, Russell Aidan (JT)		386.24
Colby, Daniel & Julie		1,252.44
Collins, Donald J., III		935.78
Cousins, Dawn L.		2,078.88
Cousins, Dawn L.		626.47
Crabtree, Gerald E., Jr.		513.70

TOWN OF WOOLWICH  
TAXES RECEIVABLE  
JUNE 30, 2016

Schedule A-9 (Cont'd)

Real Estate (Cont'd)2015-2016 (Cont'd)

Creamer, Gary E.	\$	357.84
Creamer, Gary E.		34.08
Creamer, Joseph I.		602.66
Creamer, Joseph I. (JT)		245.66
Creamer, Joseph I., Jr. (JT)		1,631.58
Crosby, Stephen J.		1,630.16
Curran, Terrance G. (JT)		2,837.16
Curran, Timothy J. (JT)		1,370.30
Daggett, Daniel A. (TC)		7,226.38
Dalton, Nathan D. (JT)		599.27
Doughty, Robert Michael, Jr. (JT)		629.83
Dunning, Michael (JT)		642.97
Dutton, William M. - PR (TC)		168.98
Easler, Gary - Person in Possession		610.60
Ebinger, Patricia A. - TTEE		1,308.53
Emerson, Robert B. (JT)		1,516.56
Ezzell, Kim M.		546.39
Faulkingham, Donald L. (JT)		387.66
First Baptist Church		644.68
Fitzgerald, Benjamin, III & Irene S.		2,455.18
Gallant, Edward H. - Person in Possession		3,229.08
Galuzza, Gerald F. (JT)		453.55
Gardiner, Margaret A.		630.48
Geaghan, Terrance H.		12,646.52
Gilbert, Thomas		328.02
Given, Clifton H., II		1,637.66
Greenlaw, Joanne S.		12.41
Greenlaw, William (JT)		1,462.60
Hagerthy, Michelle D.		465.05
Hagerthy, Ronald L.		1,635.84
Hall, Ralph M. & Gail M. - Person in Possession		822.18
Hallowell, Rosiebelle - TTEE		349.32
Hamilton, Alexander (JT)		5,832.65
Harvey, Gary A.		971.28
Hasson, Gary L.		704.32
Hathorn Woods, LLC		190.28
Hathorn Woods, LLC		190.28
Hathorn Woods, LLC		190.28
Hathorn Woods, LLC		499.84
Hathorn Woods, LLC		360.68
Hathorn Woods, LLC		356.42
Hathorn Woods, LLC		295.36
Hathorn Woods, LLC		291.10
Hathorn Woods, LLC		291.10
Hathorn Woods, LLC		467.18
Hathorn Woods, LLC		410.38
Hathorn Woods, LLC		333.70
Hathorn Woods, LLC		249.92
Hathorn Woods, LLC - Person in Possession		46.86
Hathorne, Barry R. - Person in Possession		834.96
Hird, Craige B. - PR		479.96

TOWN OF WOOLWICH  
TAXES RECEIVABLE  
JUNE 30, 2016

Schedule A-9 (Cont'd)

Real Estate (Cont'd)2015-2016

Holbrook, Evan W. (JT)	\$	2,130.00
Holbrook, Evan W. (JT)		2,331.64
Holbrook, John W. - Person in Possession		2,676.70
Holbrook, Thomas A.		4.99
Hunter, Benjamin (JT)		7,288.86
Huston, John Bampton (JT)		4,632.04
Jackson, Patrick Tracy, III		2,733.50
Johns, Adam A.		512.62
Johns, Travis N.		69.92
Johnson, Kimberly A.		618.41
Johnston, Christopher J. (JT)		2,147.04
Johnston, Peter M. & Christine M. (JT) - Person in Possession		883.04
Jones, Aaron M., III - PR		987.30
Jones, Kevin M.		365.85
Kaplan, Charlotte W. - Person in Possession		2,602.86
Kaplan, Joan A.		2,068.94
Kelley, Cathy Ann		633.32
Kenney, Joan E.		647.27
Kepler, David D.		3,230.48
Kruk, Louise G.		445.88
Larkin, Paul T. (JT)		36.34
Layton, Terry L.		507.65
Leonard, James E.		1,562.00
Linnehan Acceptance		290.39
Little Brothers LLC		752.60
Longley, William C., Jr. (JT)		589.30
Lush, Eric - Person in Possession		835.00
Mank, Joan L.		1,128.90
Massey, Michael H. & Catherine		377.72
McBride, Carol A. (JT)		274.06
McFarland, Robert D.		1,205.58
Meister, Guy C. (JT)		492.74
Merrill, David M.		971.69
Mesrobian, Alexander L. (JT)		1,506.81
Miller, AC & OL (JT) - Person in Possession		3,204.94
Moon, Madalynn (JT)		509.07
Moore, Albert		1,460.11
Moore, Heather D. - Person in Possession		1,043.70
Moore, Larry R.		8.27
Moore, Larry R.		144.84
Moore, Larry R.		579.36
Morton, Bonnie L.		843.89
Mosier, Dennis F. (JT)		1,763.64
Mosier, Tony		813.66
Mott, Joann M. - Person in Possession		380.77
Murphy, Keith E. & Jody Anne (JT) Person in Possession		2,876.92
Murphy, Matthew E. (JT)		352.16
Murphy, Randall D.		328.53
Murphy, Sarah N.		274.06
Murray, Crystal E.		2,069.65
Neale, Joseph E. & Virginia A.		1,704.00



TOWN OF WOOLWICH  
TAXES RECEIVABLE  
JUNE 30, 2016

Schedule A-9 (Cont'd)

Real Estate (Cont'd)2015-2016

Oleary, Marie A. - TTEE	\$	553.09
Osmond, Elaina - Person in Possession		927.26
Otis, Robert W.		365.20
Page, Susan M. (JT)		1,996.52
Pajak, Michael (JT)		11.78
Patti, Joseph		760.33
Peaslee, Jacqueline		441.62
Peters, Jeffrey T.		3,007.56
Phillips, David S. (JT)		1,206.83
Pierce, Cathy A.		857.68
Polizotto, Marc M. (JT)		1,804.82
Ponziani, Allen W.		568.00
Protsik, Douglas		3,625.97
Provident Trust Group, LLC		860.52
Ramsey, Thomas R.		577.94
Riley, Susan J.		1,715.36
Rogers, Ronald D. (a/k/a Sr.)		543.89
Rollins, Robert S. *		2,925.20
Rose, Nancy L. - L/E		806.56
Ross, Diana Danae - Person in Possession		1,337.64
Rowe, Judy L.		485.64
Rowe, Judy L.		1,363.20
Scott, Aaron B. & Kathleen A.		1,396.58
Scroggins, Scott D.		13.27
Seaman, Paul M. & Christa M. (JT-50%) TC		544.57
Sheen, Edward H. - Person in Possession		550.96
Soule, Daniel W.		561.61
Stenquist, Sandra W.		586.83
Sykes, Susan - TTEE		1,156.10
Tardif, Frances P.		242.82
Tharp, Edward A.		719.94
Thayer, Brenda J.		1,207.00
Thibeault, John, Jr.		995.42
Thompson, Gary V. & Sue A.		638.83
Tilson Group Limited Partnership		27.74
Toothaker, LW, Jr. & Campbell, D. (JT)		652.06
True, Edward D. - Person in Possession		1,282.26
Turner, Melinda LW		535.34
Vachon, Wilfred B., Jr. (JT)		1,476.80
Varney, Timothy A. & Evelyn M. (JT) - Person in Possession		935.78
Veles Investments LLC		495.58
Verrill, Carol J. - L/E		1,069.26
Verrill, Mark		2,653.98
Verrill, Mark S.		1,871.56
Walsh, Susanna E.		637.15
Waters, Merilee A. - Person in Possession		719.94
Watson, Walker B., Jr.		776.03
Weiss, Lee - Person in Possession		813.66
Whitcomb, Marion E. - L/E et al		239.37
Whitcomb, Marion E. - Person in Possession		276.90
Wilson, Cyrus R. (JT)		105.33

TOWN OF WOOLWICH  
TAXES RECEIVABLE  
JUNE 30, 2016

Schedule A-9 (Cont'd)

Real Estate (Cont'd)2015-2016

Woodman, Kathy	\$	707.16	
Wright, Beverly E. - Heirs of		827.86	
Wright, Pamela J.		1,464.28	
Wright, Wilbur A.		850.14	
York, Shana		345.06	
Youland, Dennis A.		32.66	
Young, Douglas J. & Catherine T. - Person in Possession		1,657.14	
Younger, Rebekah T. (JT)		1,507.99	
		<hr/>	\$ 237,772.24

Personal Property2015-2016

Ambrose Auto Repair	\$	14.20	
At&T Mobility LLC		13.39	
Baker, Dean		621.96	
Baker, Dennis E.		41.60	
C A R, LLC		24.14	
DMX, LLC		1.42	
Economou, James L. & Jon S.		52.54	
Energy North Group, Inc.		454.40	
Galuzza, Gerald & Beverly Ann		61.06	
Holbrook, Evan		39.76	
Hughes Network Systems, LLC		12.78	
Jessye Bugs Boutique		2.84	
MacDonald Group		10.65	
Mikel's Wool		2.84	
Montsweag Roadhouse		403.28	
Northern Leasing Systems, Inc.		59.64	
Portland Computer Copy Print PCCI		48.28	
Robson, Raymond E., Jr.		161.88	
Skillin, Phillip		5.68	
Sweettome		819.34	
Verrill, Lanny		28.40	
Vining, Kenneth & Lori		31.24	
		<hr/>	2,911.32
			<hr/> <hr/> \$ 240,683.56

Schedule A-10

TOWN OF WOOLWICH  
PRIOR YEARS TAXES RECEIVABLE  
JUNE 30, 2016

	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	TOTALS
Ambrose Auto Repair	\$ 28.24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16.64	\$ 17.94	\$ 17.16	\$ 69.24
C A R, LLC											28.16	30.36	27.17	\$ 85.69
Coastal Lighting & Design								17.90			45.86	51.06	52.91	17.90
Economou, James & Jon													8.88	149.83
Energy North Group, Inc.													61.49	8.88
Galtuzi, Gerald & Beverly Ann			72.24	44.51	46.87	51.82	45.44	45.05	47.78	48.75	49.92	59.34	61.49	664.45
Hagen, Chuck	28.24	63.00								20.00				20.00
Holbrook, Eyan									4.90	3.75	32.00	38.64	40.04	119.33
Mike's Wool											3.84	4.14	4.29	12.27
Montseweg Roadhouse									15.93				299.13	299.13
Niel, Harbom													52.91	15.93
Portland Computer & Copy Print												505.78	163.02	52.91
Robson, Raymond E., Jr.													5.72	668.80
Skillin, Phillip									4.90					5.72
Storytime Too							101.36							4.90
Tyler, Hilda						114.48								215.84
Verrill, Lanny														4.90
Vining, Kenneth & Lori												27.60	28.60	56.20
	\$ 28.24	\$ 63.00	\$ 72.24	\$ 44.51	\$ 46.87	\$ 166.30	\$ 146.80	\$ 62.95	\$ 73.51	\$ 90.00	\$ 176.42	\$ 734.86	\$ 777.05	\$ 2,482.75

Schedule A-11

TOWN OF WOOLWICH  
SUPPLEMENTAL TAXES AND ABATEMENTS  
JUNE 30, 2016

SUPPLEMENTAL TAXES

NONE

ABATEMENTS

2015-2016

Evan, Mary C.

\$ 2,116.40

Schedule A-12

CEMETERY TRUST FUNDS  
JUNE 30, 2016

TIME DEPOSITS:

First Federal Savings:

Fire Protection Fund	\$ 210.11	
Roxanne Stephens	397.67	
Francis Gilmore	1,790.04	
Tanner Square Memorial Fund	509.89	

\$ 2,907.71

Bath Savings Institution:

Murphy's Corner Cemetery Association	\$ 9,198.63	
Thwings Point Cemetery	558.55	

9,757.18

Fund Balance, June 30, 2016 (Exhibit H)

\$ 12,664.89

	<u>PRINCIPAL</u>	<u>UNEXPENDED INCOME</u>
CEMETERY PERPETUAL CARE FUNDS:		
Fire Protection Fund	\$ 27.02	\$ 183.09
Roxanne Stephens	50.00	347.67
Frances Gilmore	500.00	1,290.04
Tanner Square Memorial Fund	124.66	385.23
Murphy's Corner Cemetery Association	8,730.00	468.63
Thwings Point Cemetery	500.00	58.55
	<u>\$ 9,931.68</u>	<u>\$ 2,733.21</u>

TOWN OF WOOLWICH  
CAPITAL RESERVE FUNDS  
JUNE 30, 2016

BUILDING RESERVE:		
Balance, July 1, 2015	\$ 39,396.86	
Add: Interest	59.29	
Less: Transfer to General Fund	<u>(8,503.82)</u>	
Balance, June 30, 2016		\$ 30,952.33
EMERGENCY SERVICES REPLACEMENT RESERVE:		
Balance, July 1, 2015	\$ 37,303.72	
Add: Interest	24.26	
Less: Transfer to General Fund	(27,000.00)	
Penalty	<u>(9.99)</u>	
Balance, June 30, 2016		10,317.99
OLD TOWN HOUSE RESERVE:		
Balance, July 1, 2015	\$ 3,712.36	
Add: Interest	5.57	
Less: Transfer to General Fund	<u>(267.75)</u>	
Balance, June 30, 2016		3,450.18
SEPTIC RESERVE:		
Balance, July 1, 2015	\$ 14,536.73	
Add: Interest	<u>21.84</u>	
Balance, June 30, 2016		14,558.57
		<u><u>\$ 59,279.07</u></u>

## Snowplowing Contracts

CONTRACT	FY15/16	FY16/17	FY17/18	FY18/19	FY19/20	Total
	Amount	Amount	Amount	Amount	Amount	
Contract A (Shaw)	92,805.00	92,805.00	93,826.00			279,436.00
Contract B (Shaw)	84,249.00	84,249.00	85,176.00			253,674.00
Contract C (Jewell)	99,592.00	99,592.00	100,688.00			299,872.00
Contract D-1 (Quonset)	17,445.00	17,445.00	17,637.00			52,527.00
Contract D-2 (Shaw)	110,863.00	110,863.00	112,082.00			333,808.00
Contract E (Quonset)	8,194.00	8,194.00	8,284.00			24,672.00
<b>TOTAL</b>	<b>413,148.00</b>	<b>413,148.00</b>	<b>417,693.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,243,989.00</b>

Approved at Town Meeting 413,148.00

First year same as last year - following years will be figured on CPI-U

CPI-U for 2015 was -0.1 FY17 Contracts will remain the same as FY16

CPI-U for 2016 was 1.1 FY18 contracts will increase rounded to nearest dollar.

We would like to give our plowing contractors a huge hand and many kudos for the jobs that they have done this winter of 2016/2017. In February, we had several storms in a row that made it very hard to clear the snow away. They worked many long hours to make sure that the citizens of Woolwich and anyone traveling through were able to do so safely. So, Jack A. Shaw & Sons, Quonset Hardscape and Landcrafters, we give you a big THANK YOU!!

## **Town Administrator and Treasurer**

### **Nature of Work:**

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

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

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

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

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

### **Essential Duties and Responsibilities:**

Examples of work:

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

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

- Recording and publishing the meeting minutes.

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

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

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

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

- Serves as the approval agent for Town purchasing.

- Performs all functions of the General Assistance Administrator.

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

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

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

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

- Represents the Town to a variety of outside organizations.

### **Requirements of Work**

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

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

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

Knowledge of application process for state and federal grant programs.

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

Knowledge of the principles of personnel administration.

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

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

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

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

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

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

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

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

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

### **Training and Experience Required**

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

Approved by the Board of Selectmen on March 26, 2007

## **Town Clerk**

### **Nature of Work**

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

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

### **Essential Duties and Responsibilities**

Examples of Work (Illustrative Only):

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

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

Administers all elections including scheduling and appointing ballot clerks; orders and prepares ballots; issues absentee ballots; processes and records ballots and reports election results and accepts voter registration as Registrar of Voters.



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

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

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

Prepares monthly reports on various areas of office activity.

Collects monies and answers inquiries at Town Office.

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

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

Performs related duties as required.

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

### **Requirements of Work**

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

Thorough knowledge of modern office procedures, practices and equipment.

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

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

Proficiency in the use of the adding machine and typewriter.

Ability to maintain records and prepare reports.

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

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

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

### **Training and Experience Required**

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

## **Tax Collector**

### **Nature of Work**

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

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

### **Essential Duties and Responsibilities**

Examples of Work (Illustrative Only):

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

Reconciles tax collections to General Ledger on a monthly basis.

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

Collects monies and answers inquiries at Town Office.

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

Prepares timely tax receipt deposits and enters amounts into computer.

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

### **Requirements of Work**

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

### **Training and Experience Required**

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

## **Codes Enforcement Officer**

### **Nature of Work**

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

### **Examples of Work**

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

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

## **Municipal Shellfish Warden**

### **Nature of Work**

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

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

### **Examples of Work**

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

### **Requirements of Work**

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

### **Desirable Training and Experience**

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

### **Personal Protection**

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

### **Special Requirements**

Must possess a valid motor vehicle operator's license.

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

### **Physical Demands**

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

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

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

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

### **Work Environment**

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

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

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

Approved by the Board of Selectmen on September 24, 2000

Revised by the Board of Selectmen on March 12, 2001

## **Animal Control Officer**

### **Nature of Work**

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

### **Examples of Work**

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

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

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

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

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

regulations and municipal ordinances.

- Appears in court to testify regarding animal cases.
- Prepares monthly and annual reports of activities. Compiles a variety of data regarding animal control.
- Removes dead animals from roads.
- Works closely with the media, public interest groups, schools and businesses to promote public awareness of state laws, rules and regulations and municipal ordinances regarding rabies, animal control, and humane treatment of animals.
- Works using own judgment in deciding course of action, expected to handle difficult and emergency situations and requesting assistance when necessary.
- Qualified to use a weapon for dispatching animals in accordance with state rules and regulations and municipal ordinances.
- Maintains normal availability by radio, pager or telephone for consultation or emergencies.
- Transports stray animals to the contracted animal shelter.

### **Requirements of Work**

1. High school diploma or GED equivalent.
2. Some knowledge of law enforcement principles, procedures, techniques, and equipment; working knowledge of animal restraint and care techniques.
3. Some skill in operating the tools and equipment listed below.
4. Ability to learn the applicable state laws, rules and regulations, and municipal ordinances.
5. Ability to communicate effectively orally and in writing; ability to establish and maintain effective working relationships with subordinates, peers, supervisors, and the public.
6. Ability to exercise sound judgment in evaluating situations and in making decisions.
7. Ability to follow verbal and written instructions.
8. Ability to learn the municipality's geography.

### **Special Requirements**

1. Must possess, or be able to obtain at time of hire, a valid State Driver's License.
2. Must be a certified animal control officer by the Maine Department of Agriculture within six months of appointment.

### **Tools and Equipment Used**

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

### **Physical Demands**

1. The employee is occasionally required to climb, or balance, stoop, kneel, crouch, or crawl.
2. The employee must be able to lift and/or move more than 50 pounds.
3. While performing the duties of this job, the employee frequently works in outside weather conditions. The employee may work with dangerous, sick, and injured animals, in high, precarious places, and may be exposed to cold, hot, wet and/or humid conditions.

### **Work Environment**

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

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

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

# Fire Chief

## Nature of Work

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

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

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

## Fire Chief's Duties

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

## Fire Warden's Duties

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

Directs and performs fire prevention activities such as issuance of fire permits, and fire investigations in cooperation with State and local authorities. (Pursuant to Maine State Law the Fire Chief shall not issue burn permits for the burning of household trash given the Town of Woolwich has a curbside removal contractor.)

## Requirements

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

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

### **Experience and Training**

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

### **Necessary Special Requirement**

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

## **EMS Director Duties/Job Description**

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

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

David A. King Sr.

Dale Chadbourne

Jason A. Shaw

Allison L. Hepler

Allen Greene

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

Amended: July 15, 2013; 2017

## Overview of Agencies Requesting Donations

**Bath Area Family YMCA** – The purpose of the Bath Area Family YMCA is to promote the health and well-being of individuals, families and communities. The YMCA offers a broad range of programs and services to their members and the community. In 2015 there were 512 residents from Woolwich, including 87 individuals receiving financial aid totaling \$11,368.

**Bath Area Food Bank** – Includes both the food bank and the soup kitchen. They utilize TEAP financial guidelines but do not refuse anyone seeking food. Located at 150 Congress Ave, they are open Tuesday and Friday evenings from 5-7 PM. Expenses for Woolwich clients equaled 8% of their budget last year.

**Bath Area Seniors Activity Center** – Provides 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 48 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 24 children from Woolwich.

**Maine Maritime Boat Program** -- The Discovery Boat Building Program offers hands-on classes that teach traditional wooden boat building to Woolwich Central School 7<sup>th</sup> and 8<sup>th</sup> graders. In 2015, 10 of the 14 students were from Woolwich. Each year the class builds two 12' plank on frame skiffs.

**Midcoast Maine Community Action** – Provides 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 52 individuals and 30 families from Woolwich have been served.

**New Hope for Women** – Offer a 24-hour crisis hotline. In 2015, thirteen individuals received 28.75 hours of advocacy and 124 individuals participated in 9.75 hours of training or education.

**Spectrum Generations** – Provides 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 36 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. Offers 24/7 mobile crisis services as well as therapy, medication management and adult and child case management. Total Woolwich residents served is 132.

**Tedford Housing** – Provides emergency shelter and feeds 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. Total served from Woolwich: 1 family of four members was served in 2015.

**Woolwich Historical Society** – Maintains a historical museum in a farm house located on the corner of Route One and the Nequasset Road beside the Woolwich Municipal Building. They welcome visitors to the museum on Sunday afternoons in June, July and August and other times by appointment. The museum is an interesting and valuable resource to the Town.



## Town Meeting Minutes May 7, 2016

SAGADAHOC, s.s.

Attendees 330

**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 at 137 Nequasset Road in said Town, on Saturday, the 7th day of May A.D. 2016 at Nine o'clock in the forenoon, then and there to act on Articles 1 through 39, all of said articles being set out, to wit:**

### Article 1

To elect a Moderator to preside at said meeting and to vote by written ballot. **John Chapman 5-0**

### Revenue

**Article 2** To see if the Town will set the dates of **October 1, 2016** and **April 1, 2017** 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 (36 MRSA §505.4) and to set the dates that interest starts on unpaid taxes **thirty (30) days** after each due date.

Passed by voice

**Article 3** To see if the Town will vote to set an interest rate to be paid by the Town on taxes that have been paid, but are either abated or overpaid and refunded at **3% (three percent)** for the 2016-2017 tax year. (36 MRSA § 506-A)

Passed by voice

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

Passed by voice

### List of Accounts that may be carried forward

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

*continued next page*

Generator Reserve Account	Septic Reserve Account	Vital Records Book Repair Acct
Air Pack Replacement Account	ICMA-RC Town Match Account	Street Sign Account
Tax Mapping Account	Heating Assistance Account	

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

Note: The Board of Selectmen recommends up to **\$900,000.00** Passed by voice  
2015 recommendation \$900,000.00

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

c) To see if the Town will vote to appropriate up to **\$20,000.00** from the Undesignated Fund Balance Account to pay for abatements and applicable interest granted during this fiscal year. Passed by voice  
2015 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 **\$20,000.00** from the Undesignated Fund Balance Account as the Town's share of any approved grants. Passed by voice

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

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

**Article 8** To select a fish commissioner for a five year term. William D. Potter (2016-2021) Passed by voice

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

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

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

Passed by voice

**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 **\$492,570.00** 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. Passed yes – 193 no - 47

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

**Personnel & Town Officers**

**Article 12** To see if the Town will vote to raise and appropriate the sum of **\$33,436.00** for the compensation of the Town Clerk, Deputy Treasurer/Deputy Tax Collector and to authorize the Selectmen to spend any amount up to \$33,436.00. Passed by voice 2015 appropriation \$33,436.00

**Article 13** To see if the Town will vote to raise and appropriate the sum of **\$45,797.00** for the compensation of the Town Administrator/Town Treasurer and to authorize the Selectmen to spend any amount up to \$45,797.00. Passed by voice 2015 appropriation \$45,797.00

**Article 14** To see if the Town will vote to raise and appropriate the sum of **\$35,115.00** for the compensation of the Tax Collector, Deputy Town Clerk and to authorize the Selectmen to spend any amount up to \$35,115.00. Passed by voice 2015 appropriation \$36,248.00

**Article 15** To see if the Town will vote to raise and appropriate the sum of **\$35,000.00** for the Employee Health Insurance Account. Passed by voice 2015 appropriation \$33,000.00

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

	<u>2015</u>	<u>2016</u>
Selectperson	\$3,000.00	\$3,000.00
Selectperson	3,000.00	3,000.00
Selectperson	3,000.00	3,000.00
Selectperson	3,000.00	3,000.00
Selectperson	3,000.00	3,000.00
Board Chairman	1,500.00	1,500.00
Board Vice Chairman	500.00	500.00
Ballot Clerks	2,000.00	2,000.00
Registrar of Voters	250.00	250.00
Moderator	200.00	200.00
Workers Compensation	8,000.00	10,000.00
Unemployment Compensation	1,500.00	1,500.00
Social Security	17,900.00	18,400.00
Comp/Vacation Time Reimb	2,400.00	2,400.00
ICMA-Retirement Account	<u>2,839.00</u>	<u>2,874.00</u>
	<b>\$52,124.00</b>	<b>\$54,624.00</b>

**b)** To see what sum, if any, the Town will vote to raise and appropriate for the Town Officers' Account for the ensuing year. Passed by voice **Recommend \$54,624.00**  
2015 appropriation \$52,124.00

**c)** To see if the Town will vote to raise and appropriate the sum of **\$6,000.00** for the salary (including mileage) to the Animal Control Officer (ACO) and to authorize the Selectmen to spend any amount up to \$6,000.00. Passed by voice 2015 appropriation \$6,000.00

**d)** To see if the Town will vote to raise and appropriate the sum of **\$23,122.00** 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 \$23,122.00. Passed by voice 2015 appropriation \$23,122.00

**e)** To see if the town will vote to raise and appropriate the sum of **\$10,000.00** for temporary help and training replacement personnel and to authorize the Selectpeople to spend any amount up to \$10,000.00. Passed by voice 2015 appropriation -0-

**f)** To see if the town will vote to raise and appropriate the sum of **\$5,000.00** to cover wages, payroll taxes and retirement matching funds for the extra pay period in FY17. Passed by voice

An approximate breakout of the costs are as follows: \$4,516.81 Wages  
286.87 SS

Note: Every 11 years the calendar has an extra Pay period for which we must budget.

67.09 Med  
109.95 Ret  
 \$4,980.72

**General Government**

**Article 17 a)** Shall the current Woolwich Recreation Committee be renamed the Woolwich Special Events Committee? Passed by voice

**b)** Shall a new Woolwich Recreation Department be created? Said Department is to be run by a Board of five Directors and two Alternate Directors. The Woolwich Recreation Department will absorb the Woolwich Junior Athletics program. Passed by voice

**c)** To see if the town will raise and appropriate \$7,000.00 for said Woolwich Recreation Department's initial year. Passed by voice

**Article 18** To see if the Town will vote to raise and appropriate such sums of money as may be necessary for the following Town Accounts: Passed by voice

	<u>Appropriated 2015</u>	<u>Recommend 2016</u>
General Assistance	\$5,000.00	\$3,000.00
Nequasset Church	-0-	-0-
Cemeteries	500.00	700.00
ACO Contingent	500.00	500.00
Codes Officer Contingent	2,000.00	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-	-0-
Animal Control & Care*	3,963.00	3,994.00
Planning Board	1,000.00	-0-
Conservation Commission	-0-	-0-
Agriculture Committee	-0-	-0-
Comprehensive Planning	-0-	-0-
Board of Appeals	-0-	100.00
Special Events Committee	2,000.00	2,000.00
Solid Waste Committee	2,500.00	2,500.00
Monument Committee	2,500.00	2,500.00
Contingent	10,000.00	10,000.00
Repair of Vitals Books	<u>500.00</u>	<u>500.00</u>
	<b>\$32,263.00</b>	<b>\$28,994.00</b>

\* 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 19** To see if the town will vote to raise and appropriate the sum of \$52,224.00 to support the operating costs of the Patten Free Library and to authorize the Selectmen to spend any amount up to \$52,224.00.

2015 Appropriation \$50,688.00 Passed by written ballot yes – 154 no - 66

**Article 20** To see if the town will vote to raise and appropriate the sum of \$38,700.00 for the Office Operations account. The approximate breakdown of the account is as follows: Passed by voice

	<u>2015</u>	<u>2016</u>
Town Reports	\$2,400.00	\$2,400.00
Telephone and fax machine monthly usage	1,600.00	1,800.00
Postage (twice/year tax bills, etc.)	5,000.00	5,000.00
Office and computer supplies	3,000.00	3,000.00
Advertising	2,000.00	2,200.00
Printing (stationery, forms, etc.)	500.00	500.00

*continued next page*

Computer support contract & software	10,000.00	12,000.00
Automated equipment maintenance	6,000.00	6,000.00
Training - seminars and manuals	1,000.00	1,000.00
Association dues	300.00	300.00
Election supplies and materials	1,500.00	2,000.00
Office operations contingent	1,500.00	750.00
Mileage Reimbursement	-0-	750.00
Mailing machine	<u>1,000.00</u>	<u>1,000.00</u>
	<b>\$35,800.00</b>	<b>\$38,700.00</b>
		2015 appropriation \$35,800.00

**Article 21** To see if the town will vote to raise and appropriate the sum of **\$32,050.00** for the Municipal Building Operation of Plant account. The approximate breakdown of the account is as follows: Passed by voice

	<u>2015</u>	<u>2016</u>
Electricity/ CMP	\$6,700.00	\$6,000.00
Water/ BWD	1,500.00	1,200.00
Heating fuel/ oil	5,000.00	5,000.00
Photocopier Lease	3,600.00	4,000.00
Mowing and grounds maintenance	2,400.00	2,350.00
Furnace maintenance/repair	300.00	300.00
Building sprinkler system contract	700.00	500.00
Security system contract/maintenance	800.00	1,000.00
**Cleaning Services	5,100.00	5,100.00
Misc supplies and general bldg maintenance (hardware, etc.)	4,000.00	4,000.00
Elevator Maintenance	1,600.00	1,600.00
Elevator Reserve	<u>-0-</u>	<u>1,000.00</u>
	<b>\$31,700.00</b>	<b>\$32,050.00</b>
		2015 appropriation \$31,700.00

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

**Article 22** To see if the Town will vote to raise and appropriate the sum of **\$21,000.00** for the Town’s insurance.  
*Note: Art. 22 includes all municipal buildings, contents, vehicles & tax acquired properties.*

Passed by voice 2015 appropriation \$20,000.00

**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 **\$20,100.00** as payment to the Assessing Agent.

Passed by voice 2015 appropriation \$20,100.00

**Article 24** To see if the Town will vote to raise and appropriate the sum of **\$2,000.00** to update the property tax maps.

Passed by voice 2015 appropriation \$2,000.00

**Article 25** To see if the Town will vote to raise and appropriate the sum of **\$4,000.00** for the “Computer Replacement Account.” (Town’s aging server and firewall need to be replaced this year)

Passed by voice 2015 appropriation \$2,000.00

**Article 26** To see if the Town will vote to raise and appropriate the sum of **\$3,988.00** for the payment of membership dues for the Maine Municipal Association.

Passed by voice 2015 appropriation \$3,850.00

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

Passed by voice 2015 appropriation \$8,700.00

**Article 28** To see if the Town will vote to raise and appropriate the sum of **\$5,000.00** for the Town’s Litigation Account. Passed by voice 2015 appropriation \$3,000.00

**Article 29 a)** To see if the Town will vote to raise and appropriate the sum of **\$30,000.00** for the Municipal Building note principal. Passed by voice

**b)** To see if the Town will vote to raise and appropriate the sum of **\$9,000.00** for the Municipal Building note interest. Passed by voice 2015 appropriations \$30,000.00 \$10,000.00

**Article 30** Shall the town vote to require local write-in candidates to declare their candidacy by filing with the municipal clerk at least 45 days before an election, as now required for State write-in candidates by 21-A MRSA §722-A.

(If this option is adopted, only write-in votes for declared candidates must be counted, unless there are no nominated candidates or all candidates have withdrawn by Election Day, in which case write-in votes for undeclared candidates also must be counted. Once adopted, this option remains in effect until rescinded by vote of the municipal legislative body at least 90 days before the next annual election.) Defeated by voice

**Article 31** Shall the town vote to raise and appropriate the sum of **\$3,700.00** for the surveying and engineering required to complete the site plan design on the Nequasset Park Swimming Area for the purpose of meeting requirements of the Americans with Disabilities Act (ADA). Passed by voice

**Health/Welfare and Sanitation**

**Article 32** To see if the Town will vote to raise and appropriate the sum of **\$5,700.00** for the continued sampling of ground water from the installed surface water test sites at the landfill.

Passed by voice 2015 appropriation \$5,700.00

**Article 33 a)** To see if the Town will vote to raise and appropriate the sum of **\$190,120.00\*** for complete weekly curbside refuse collection and disposal, bi-weekly curbside recycling collection and disposal and to authorize the Selectpeople to sign a one year contract with Riverside Disposal and EcoMaine for these services.

2015 appropriation \$230,550.00 Passed by voice

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

<b>Weekly Curbside Collection, Trash</b>	<b>\$ 92,779.04</b>
<b>Bi-Weekly Curbside Collection, Recycling</b>	<b>31,542.29</b>
<b>Disposal (Tipping) Fee based on est. 1000tons</b>	<b>57,850.00</b>
<b>Tipping fee for Recyclables (est.) 227 tons</b>	<b>7,945.00</b>
	<b><u>\$190,116.33</u></b>

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

Passed by voice

**c)** To see if the Town will raise and appropriate the sum of **\$2,000.00** for the Household Hazardous Waste Collection event. \*\*

**\*\*Note: This year on April 30th, the City of Bath, along with area towns, sponsored a Household Hazardous Waste Collection Day. Citizens pre-registered to dispose of such items as oil based paints, fuels, solvents, insecticides, etc.**

Passed by voice 2015 appropriation \$2,000.00

**d)** To see if the town will vote to adopt a pay-per-bag plan for non-recyclable trash, charging \$2.00 per 30 gallon bag and \$1.00 per 15 gallon bag and to authorize the Selectpeople to enter into a contract with a responsible company to administer the program. All revenues from the sale of bags are to be receipted into the “Solid Waste” account to help defray the cost of the Municipal Solid Waste Program.

Defeated by written ballot yes – 123 no - 197

**Highways and Bridges**

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

	<u>2015</u>	<u>2016</u>
Roads and Bridges	\$60,000.00	\$60,000.00
Street Signs	1,000.00	1,000.00
Hot Topping	90,000.00	90,000.00
Snow Plowing	413,148.00	413,148.00
Street Lights	4,100.00	4,500.00
Culvert Repair	<u>-0-</u>	<u>-0-</u>
	<b>\$568,248.00</b>	<b>\$568,648.00</b>

**Article 35 a)** To see if the Town will authorize the Selectmen to remove up to **\$61,000.00**, if available, from the Local Road Assistance Program (LRAP) account for hot topping town roads. Passed by voice

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

**Protection**

**Article 36 a)** To see if the Town will raise and/or appropriate such sums of money as may be necessary for the following accounts (Appropriate **\$600.00\*\*** from WEMA account and raise & appropriate **\$74,422.00** through taxation): Passed by voice

	<u>2015</u>	<u>2016</u>
Hydrants (Bath)	\$16,351.00 12 @ \$1,492.00	\$17,904.00
(Wiscasset)	18,368.00 13 @ \$1,412.92	18,368.00
Fire Chief	7,284.50	11,500.00
EMS Director/Asst. Chief	2,050.00	3,000.00
Asst. Chief	2,050.00	3,000.00
Captain 1	1,281.25	2,000.00
Captain 2	1,281.25	-0-
Lieutenant 1	640.50	1,000.00
Lieutenant 2	640.50	-0-
Deputy EMS Director	1,281.00	1,000.00
EMS 1 <sup>st</sup> Assistant	640.50	-0-
Four sets of NFPA/OSHA Clothing	8,500.00	8,500.00
WEMA*	-0-	-0-
WEMA Director**	600.00	600.00
Inoculations/Physicals	2,500.00	2,500.00
Emergency 911	150.00	150.00
Generator Service	-0-	-0-
Generator Replacement Acct	1,000.00	1,000.00
Air Packs	2,500.00	2,500.00
Fire Hose	2,000.00	2,000.00
Fire Dept. Computer	<u>1,000.00</u>	<u>-0-</u>
	<b>\$69,278.50</b>	<b>\$75,022.00</b>

\* Note: WEMA stands for Woolwich Emergency Management Agency

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

**b)** To see if the town will vote to authorize the Selectpeople to sign a three year zero dollar (\$00.00) contract with Northeast Mobile Health Services for ambulance service to the town. Passed by voice

**c)** To see if the Town will vote to raise and appropriate the sum of **\$88,700.00** for the **Fire Department** account. Passed by voice

The breakdown of the account is as follows:

*continued next page*

	<u>2015</u>	<u>2016</u>
Office Supplies/Expenses	\$1,400.00	\$1,000.00
Truck Fuel	5,000.00	4,500.00
Equipment Repairs	5,500.00	15,500.00
Truck Repairs	12,500.00	12,500.00
Laundry	350.00	-0-
Contingent Account	5,000.00	5,400.00
Telephone	1,300.00	600.00
Training Expenses	3,100.00	3,100.00
Travel Expenses	250.00	-0-
New Equipment	15,000.00	5,000.00
Station Supplies	2,000.00	2,000.00
Fire Prevention	1,300.00	1,100.00
Wages	<u>36,000.00</u>	<u>38,000.00</u>
	<b>\$88,700.00</b>	<b>\$88,700.00</b>

**d)** To see if the Town will vote to raise and appropriate the sum of **\$44,000.00** for the Woolwich **Emergency Medical Service** Account. The breakdown of the account is as follows: Passed by voice

	<u>2015</u>	<u>2016</u>
AEDs	\$2,000.00	\$2,000.00
Annual Fees	1,500.00	1,500.00
Billing Fees	500.00	500.00
Clothing	2,000.00	2,000.00
Communications	4,000.00	4,000.00
Contingency	500.00	500.00
Fuel	1,000.00	1,000.00
Medical Equipment	4,500.00	4,500.00
Medical Exams	1,000.00	1,000.00
Medical Supplies	6,000.00	6,000.00
Office Supplies	1,000.00	1,000.00
Payroll	12,000.00	12,000.00
Training	5,000.00	5,000.00
Vehicle Maintenance	<u>3,000.00</u>	<u>3,000.00</u>
	<b>\$44,000.00</b>	<b>\$44,000.00</b>

### **Miscellaneous Donations**

**Article 37** To see if the Town will vote to appropriate **\$400.00** from the Snowmobile Registrations Reimbursement for the Nequasset Trailbreakers Snowmobile Club. Passed by voice 2015 appropriation \$400.00

**Article 38** To see what sum of money the Town will vote to donate to the following local agencies:

	<u>2015</u>	<u>2016</u>
	<u>Appropriated</u>	<u>Donate</u>
Bath Area Family YMCA	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	-0-
Jesse Albert Dental Clinic	2,500.00	-0-
Maine Maritime Boat Program	5,000.00	5,000.00
Midcoast Maine Community Action (CED)	1,440.00	1,440.00
New Hope for Women*	-0-	500.00
Spectrum Generations	1,953.00	1,953.00

*continued next page*



Sweetser	3,084.00	3,084.00
Tedford Housing	700.00	700.00
Woolwich Historical Society	1,000.00	1,000.00
Woolwich Junior Athletics**	<u>3,500.00</u>	<u>-0-</u>
	\$22,502.00	\$15,602.00

\* First time request – submitted the required petition with proper amount of valid signatures and other necessary information.

\*\* See Article 17b

**Article 39** To see if the Town will vote to raise and appropriate the sum of **\$15,602.00** for donations to local agencies/organizations.  
 Passed by voice 2015 appropriation \$22,502.00

Meeting adjourned at 1:00 p.m.





## General Guide to Consumer Fireworks Use

If your community has no ordinances restricting or prohibiting the use of consumer fireworks in your community, then Maine Public Law Chapter 416, provides the following applicable guidelines for using these products.

1. § 223-A. §§ 8 (A) Consumer fireworks may be used between the hours of 9:00 a.m. and 10 p.m., except that on the following dates they may be used between the hours of 9:00 a.m. and 12:30 a.m. the following day:
  - (1) July 4<sup>th</sup>;
  - (2) December 31<sup>st</sup>; and
  - (3) The weekends immediately before and after July 4<sup>th</sup> and December 31<sup>st</sup>.

2. § 223-A. §§ 8 (B) A person may use consumer fireworks only on that person's property or on the property of a person who has consented to the use of consumer fireworks on that property.

A person who violates this subsection commits a civil violation for which a fine of not less than \$50 and not more than \$500, plus court costs, may be adjudged for any one offense.

3. § 223-A. §§ 11 (D) A person under 21 years of age may not purchase, use or possess consumer fireworks within the State of Maine.
4. §221-A, §§1-A The following products are prohibited for use in Maine.

A. Missile-type rockets, as defined by the State Fire Marshal by rule;

B. Helicopters and aerial spinners, as defined by the State Fire Marshal by rule; and

C. Sky rockets and bottle rockets. For purposes of this paragraph, "sky rockets and bottle rockets" means cylindrical tubes containing not more than 20 grams of chemical composition, as defined by the State Fire Marshal by rule, with a wooden stick attached for guidance and stability that rise into the air upon ignition and that may produce a burst of color or sound at or near the height of flight.

*For additional information contact:*

Tim Fuller  
Office of the State Fire Marshal  
45 Commerce Center Drive, Ste. 1  
Augusta, Maine 04330  
(207) 626-3870

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*“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



*Picture courtesy of Lynette Eastman*

## 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**