

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



**For the fiscal year**  
**July 1, 2017 – June 30, 2018**



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

## Woolwich, Maine

-Incorporated October 20, 1759

-Population: 3,072 (2010 Census)

-Government: Annual Town Meeting, five member Board of Selectmen and Town Administrator

-School: Woolwich Central School (K-8); Principal, Jason Libby

-Post Office: Woolwich Post Office 04579; Tel. 443-2000 • Bath Post Office 04530; Tel. 443-9779

-Woolwich Historical Society, 21 Nequasset Road; 443-4833; Open June, July and August on Sundays, 10 a.m.-4 p.m. and by appointment. Call Debbie Locke at 443-5684.

-Cable Television - COMCAST

Questions about your bill - 1-800-219-5541

Local Cable - Channel 3 - To put items on the local cable, please call the Town Office at 442-7094

-Solid Waste Disposal - Riverside Disposal - 623-2577

-Telephone Service: Fairpoint 442/443/386/882 Exchanges

-Cemeteries: Nequasset Cemetery, Partridge Cemetery, Riverside Cemetery, Bailey Cemetery, Gould Cemetery, Grover Cemetery, Murphy's Corner Cemetery, Laurel Grove Cemetery, Thwing's Point Cemetery

-Town Office: Municipal Building, 13 Nequasset Road

Selectmen's Office, Town Administrator and Town Treasurer 442-7094

Tax Collector and Town Clerk 442-8723

Fax Machine 442-8859

Animal Control Officer 737-2093

Shellfish Warden 371-2732

Office Hours of the Town Clerk and Tax Collector

Monday 9 a.m.-5 p.m. Tuesday 9 a.m.-5 p.m. Wednesday 9 a.m.-6 p.m.

Thursday 9 a.m. to 4 p.m. Friday 9 a.m.-3:30 p.m.

Office Hours for the Selectmen's Office / Town Administrator

Monday 9 a.m.-5 p.m. Tuesday and Thursday 9 a.m.-4 p.m.

Wednesday 9 a.m.-6 p.m. Friday 9 a.m.-3 p.m.

Email Address: [administrator@woolwich.us](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



*jcollins*

**Jack A. Shaw**

Born in 1946 to Ivan and Jeanette (Siegars) Shaw of Walker Road, Jack Shaw attended Woolwich Central School where he had his grandmother, Ruth Shaw, as his third-grade teacher. From a very young age, Jack worked alongside his father Ivan, driving trucks, operating equipment, and plowing snow, quickly becoming an expert using heavy machinery. He attended Wiscasset High School and in 1964 married his high school sweetheart, Sharon Lewis of Wiscasset. Jack and Sharon made their home on the Old Stage Road, where they raised their children Tammy, Jason, Stacey, Shawnee, and adopted granddaughter, Juliet.

In 1978, Jack bought his father's business, Ivan C. Shaw & Sons, Inc., later changing the name to Jack A. Shaw & Sons, Inc. in 1980. He was re-elected this past November for another three-year term as Road Commissioner, a position he was first elected to in 1983. Heading into his 36<sup>th</sup> year, he affirms that the job is something he still very much enjoys and considers it an honor and a privilege to serve the town in this way—Jack has always adamantly refused to accept any salary or pay for the position. On any given day, Jack can be found grading a gravel road, mowing roadsides, operating an excavator, plowing snow or hauling material in his Mack truck. It isn't uncommon to see his black 1938 Ford Torpedo Sedan cruising around town on a Sunday as he inspects roads.

Always approachable, Jack is the “go to” person when the Town is in crisis. During his tenure, he has faced it all, from ice storms, blizzards, heavy rains, flooding, and wind events, such as the storm of October of 2017 and Hurricane Bob in 1991. He has handled his budget with care and consideration and has represented the Town's best interest countless times with numerous state and local agencies. Jack also generously supports community organizations, including Woolwich Central School, the Woolwich Fire Department, and the Woolwich Historical Society. Woolwich residents know that when something needs to be fixed, Jack will be there to fix it.



## Table of Contents

Town Information .....	2
Dedication .....	3
Boston Post Cane Holders .....	6
Guidelines to Attending a Town Meeting .....	7
Town Meeting Warrant, May 4th, 2019 .....	8
Town of Woolwich .....	23
Municipal Officials .....	23
Citizen Committee List .....	26
Holiday Schedule .....	29
Board of Assessors' Notice .....	30
"A Citizen's Guide to Town Meeting" .....	31
U.S. Senators' Reports .....	33
U.S. Representatives' Reports .....	36
Governor's Report .....	38
State Senator's Report .....	39
State Representative's Report .....	40
Sagadahoc County Commissioner .....	41
CEO .....	42
Woolwich Fire Department .....	46
Woolwich EMS .....	47
Sagadahoc County Emergency Management Agency .....	48
Emergency Management Director .....	49
Local Health Officer .....	50
Animal Control Officer .....	50
Road Commissioner .....	51
Superintendent .....	52
RSU 1 Annual Report .....	53
Town Administrator/Treasurer .....	55
Tax Collector .....	55
Town Clerk .....	56
Selectboard .....	58
Planning Board .....	60

## Table of Contents

Shellfish Warden .....	61
Shellfish Conservation Committee .....	62
Woolwich Historical Society .....	63
Nequasset Meeting House.....	64
Monument Committee .....	65
Nequasset Park Improvement Committee .....	66
Fish Commissioners.....	67
Woolwich Community Recreation .....	68
Special Events Committee .....	69
Public Communications Committee .....	70
Solid Waste and Recycling Committee.....	71
Patten Free Library .....	72
Maine Municipal Association .....	73
Bath Water District Trustee.....	75
Independent Auditor's Report.....	77
Snowplowing Contracts .....	110
Town Job Descriptions.....	111
Overview of Agencies Requesting Donations .....	120
Town Meeting Minutes, April 28, 2018.....	121
Woolwich Fire and EMS Suggested Donations .....	132

## Boston Post Cane Holders

**Margaret Gardiner is the current Boston Post Cane Holder**

<u>Name</u>	<u>Date of Death</u>	<u>Age</u>
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)*.

## Special Town Meeting Warrant May 4th, 2019

**SAGADAHOC, s.s.**

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

### **GREETINGS:**

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

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

### **Revenue**

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

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

**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

*accounts continued next page*



EMS Rescue Billing Account	Right of Way Account	Nequasset Church Account
Cemeteries Account	Shellfish Account	Recreation Committee Acct
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 **\$1,200,000.00**.

2018 recommendation \$1,000,000.00

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

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.

2018 appropriation up to \$20,000.00

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

**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.

Robert E. Stevens (2019-2024)

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

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

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

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

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

**The following article must be voted by written ballot.**

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

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

## **Personnel & Town Officers**

**Article 12** To see if the Town will vote to raise and appropriate the sum of **\$35,165.00** for the compensation of the Town Clerk, Deputy Treasurer/Deputy Tax Collector and to authorize the Selectmen to spend any amount up to \$35,165.00. 2018 appropriation \$34,207.00

**Article 13** To see if the Town will vote to raise and appropriate the sum of **\$48,164.00** for the compensation of the Town Administrator/Town Treasurer and to authorize the Selectmen to spend any amount up to \$48,164.00. 2018 appropriation \$46,852.00

**Article 14** To see if the Town will vote to raise and appropriate the sum of **\$35,165.00** for the compensation of the Tax Collector, Deputy Town Clerk and to authorize the Selectmen to spend any amount up to \$35,165.00. 2018 appropriation \$34,207.00

**Article 15** To see if the Town will vote to raise and appropriate the sum of **\$44,600** for the Employee Health Insurance Account. 2018 appropriation \$42,800.00

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

	<u>2018</u>	<u>2019</u>
Selectperson	\$3,000.00	\$3,000.00
Selectperson	3,000.00	3,000.00
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	2,500.00
Registrar of Voters	250.00	250.00
Moderator	200.00	200.00
Workers Compensation	15,000.00	2,500.00
Unemployment Compensation	1,000.00	1,000.00

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Social Security	22,700.00	14,000.00
Medicare	2,483.00	2,575.00
Comp/Vacation Time Reimb	1,000.00	1,000.00
ICMA-Retirement Account	2,900.00	2,500.00
	<u>\$64,533.00</u>	<u>\$43,525.00</u>

**b)** To see what sum, if any, the Town will vote to raise and appropriate for the Town Officers' Account for the ensuing year. **Recommend \$43,525.00**

2018 appropriation \$64,533.00

**c)** To see if the Town will vote to raise and appropriate the sum of **\$6,000.00** for the salary (including mileage) to the Animal Control Officer (ACO) and to authorize the Selectmen to spend any amount up to \$6,000.00. 2018 appropriation \$6,000.00

**d)** To see if the Town will vote to raise and appropriate the sum of **\$27,263.00** for the salary of the Codes Enforcement Officer, Building Inspector and Licensed Plumbing Inspector and to authorize the Selectboard to spend any amount up to \$27,263.00. 2018 appropriation \$26,520.00

**e)** To see if the town will vote to raise and appropriate the sum of **\$6,000.00** for temporary help and training replacement personnel and to authorize the Selectpeople to spend any amount up to \$6,000.00. 2018 appropriation \$6,000.00

## General Government

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

	Appropriated <u>2018</u>	Recommend <u>2019</u>
General Assistance	\$2,000.00	\$2,000.00
Nequasset Church	500.00	500.00
Cemeteries	800.00	800.00
ACO Contingent	500.00	500.00
Codes Officer Contingent	1,500.00	1,500.00
Health Officer Contingent	500.00	500.00
Health Officer Salary	1,200.00	1,200.00
Fish Way, Up Keep/Repair	-0-	-0-
Animal Control & Care*	3,994.00	3,994.00
Planning Board	-0-	500.00
Conservation Commission	-0-	-0-
Agriculture Committee	-0-	-0-
Comprehensive Planning	-0-	-0-
Board of Appeals	100.00	100.00
Special Events Committee	-0-	-0-
Communication Committee	-0-	-0-
Solid Waste Committee	2,500.00	1,000.00
Monument Committee	2,500.00	5,000.00
Nequasset Park Committee	500.00	500.00
Contingency	10,000.00	10,000.00
Repair of Vitals Books	500.00	2,200.00
Old Town House	500.00	500.00
	<u>\$27,594.00</u>	<u>\$30,794.00</u>

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

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

2018 Appropriation \$54,344.00

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

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

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

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

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

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

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

2018 appropriation \$13,000.00

**Article 22** To see if the Town will authorize the Board of Selectmen to sign a one year contract with an Assessing Agent for the purpose of assessing and maintaining the equity of the property assessments. Further, to see if the town will vote to raise and appropriate the sum of **\$27,300.00** as payment to the Assessing Agent. 2018 appropriation \$26,700.00

**Article 23** To see if the Town will vote to raise and appropriate the sum of **\$0.00** to update the property tax maps. 2018 appropriation \$2,000.00

**Article 24** To see if the Town will vote to raise and appropriate the sum of **\$2,500.00** for the “Computer Replacement Account.” 2018 appropriation \$2,500.00

**Article 25** To see if the Town will vote to raise and appropriate the sum of **\$4,277.00** for the payment of membership dues for the Maine Municipal Association. 2018 appropriation \$4,176.00

**Article 26** To see if the Town will vote to raise and appropriate the sum of **\$9,200.00** to pay the Auditor. 2018 appropriation \$9,100.00

**Article 27** To see if the Town will vote to raise and appropriate the sum of **\$7,000.00** for the Town’s Litigation Account. 2018 appropriation \$11,000.00

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

**b)** To see if the Town will vote to raise and appropriate the sum of **\$9,000.00** for the Municipal Building note interest. 2018 appropriations \$30,000.00  
\$ 9,000.00

**Article 29** To raise and appropriate **\$7,000.00** and put into a reserve account for the purchase of solar panels at the end of seven years from ReVision Energy/GreenVolt LLC with a purchase price of \$48,327.00. 2018 appropriations \$7,000.00

**Article 30** To use up to \$9,800 from Comcast franchise fee for creating, designing, and maintaining a New Town Website.

## **Health/Welfare and Sanitation**

**Article 31** To see if the Town will vote to raise and appropriate the sum of **\$6,190.00** for the continued sampling of ground water from the installed surface water test sites at the landfill. 2018 appropriation \$5,850.00

**Article 32 a)** To see if the Town will vote to raise and appropriate the sum of **\$ 200,489.93** for complete weekly curbside refuse collection and disposal, bi-weekly curbside recycling collection and disposal and to authorize the Selectpeople to enter into an agreement with Riverside Disposal and EcoMaine for their services.

2018 appropriation \$192,868.00

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

<b>Weekly Curbside Collection, Trash =</b>	<b>\$ 95,562.41</b>
<b>Bi-Weekly Curbside Collection, Recycling =</b>	<b>\$ 32,488.51</b>
<b>Disposal (Tipping) Fee based on est.1000tons =</b>	<b>\$ 63,676.51</b>
<b>Tipping fee for Recyclables (est.)227 tons =</b>	<b><u>\$ 8,762.50</u></b>
	<b>\$200,489.93</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, the City of Bath, along with area towns, sponsors a Household Hazardous Waste Collection Day. Citizens sign up to dispose of such items as oil-based paints, fuels, solvents, insecticides, etc. This year the HHW day will be April 27<sup>h</sup>. You must preregister. FMI - Please see the Solid Waste & Recycling committee's report in this book.**

2018 appropriation \$2,000.00

## Highways and Bridges

**Article 33** To see if the Town will vote to raise and appropriate such sums of money as may be necessary for the following accounts:

	<u>2018</u>	<u>2019</u>
Roads and Bridges	\$ 60,000.00	\$ 67,000.00
Street Signs	2,000.00	-0-
Hot Topping	100,000.00	110,000.00
Snow Plowing	421,825.00	425,804.00
Street Lights	4,500.00	4,500.00
Culvert Repair	-0-	-0-
	<u>\$588,325.00</u>	<u>\$607,304.00</u>

**Article 34 a)** To see if the Town will authorize the Selectmen to remove up to **\$62,000.00**, if available, from the Local Road Assistance Program (LRAP) account for hot topping town roads.

**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 35 a)** To see if the Town will raise and/or appropriate such sums of money as may be necessary for the following accounts (Appropriate **\$600.00\*\*** from WEMA account and raise & appropriate **\$46,175.00** through taxation):

	<u>2018</u>		<u>2019</u>
Hydrants (Bath)	\$19,284.00	12 @ \$1,607.00	\$19,284.00
(Wiscasset)	25,415.00	13 @ \$1,955.00	25,406.00
WEMA Director**	600.00		600.00
Generator Service	485.00		485.00
Generator Replacement Acct	1,000.00		1,000.00
	<u>\$46,784.00</u>		<u><b>\$46,775.00</b></u>

\* Note: WEMA stands for Woolwich Emergency Management Agency

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

**Article 36 a).** To see if the Town will vote to raise and appropriate the sum of **\$138,929.00** for the **Fire Department** account.

The breakdown of the account is as follows:

	<u>2018</u>	<u>2019</u>
Office Supplies/Expenses	\$1,000.00	\$800.00
Truck Fuel	3,500.00	3,800.00
Equipment Repairs	10,000.00	10,000.00
Truck Repairs	11,000.00	11,000.00
Contingent Account	5,000.00	5,000.00
Telephone	500.00	500.00
Training Expenses	3,000.00	3,000.00
New Equipment	10,000.00	10,000.00
Station Supplies	1,750.00	1,750.00
Fire Prevention	1,000.00	1,000.00
Wages	38,000.00	43,000.00
NFPA/OSHA Clothing	9,500.00	9,000.00
Fire Hose Purchase	2,000.00	3,300.00
Inoculations/Physicals	2,250.00	2,250.00
Fire Chief Stipend	11,000.00	11,000.00
Deputy Stipend	3,000.00	3,000.00
1 <sup>st</sup> Captain Stipend	1,250.00	1,250.00
2 <sup>nd</sup> Captain Stipend	1,250.00	1,250.00
1 <sup>st</sup> Lieutenant Stipend	500.00	500.00
2 <sup>nd</sup> Lieutenant Stipend	500.00	500.00
Social Security	3,441.00	3,751.00
Medicare	805.00	878.00
Worker's Comp	9,000.00	9,000.00
Insurance/Liability	3,367.00	3,400.00
	<u>\$132,613.00</u>	<u><b>\$138,929.00</b></u>



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

- 1) To raise and appropriate the sum of **\$9,804.00** for interest payments for the second year for the fire truck.
- 2) To raise and appropriate the sum of **\$34,800.00** for principal payments for the second year for the fire truck.

**Article 37** To see if the Town will vote to raise and appropriate the sum of **\$10,990.00** and to use **\$7,500** from the SCBA account for the purchase of two(2) air packs and 10 air bottles for a total of **\$18,490.00**.

2018 appropriation \$2,500.00

**Article 38** To see what action the town will take in regard to EMS services.

**a)** To see if the Town will vote to raise and appropriate the sum of **\$177,799.00** for the Town of Woolwich to have a primary Emergency Medical Service. The breakdown of the account is as follows:

	<u>2018</u>	<u>2019</u>
AEDs	2,000.00	2,000.00
Annual Fees	1,500.00	9,500.00
Billing Fees	500.00	5,040.00
Clothing	2,000.00	2,000.00
Communications	4,000.00	4,000.00
Contingency	500.00	1,000.00
Fuel	1,000.00	2,100.00
Medical Equipment	4,500.00	4,500.00
Medical Exams	1,000.00	750.00
Medical Supplies	6,000.00	7,000.00
Office Supplies	1,000.00	1,000.00
Payroll	12,000.00	92,000.00
Training	5,000.00	5,000.00
Vehicle Maintenance	3,000.00	5,000.00
Worker's Comp	2,400.00	12,000.00
Social Security	1,023.00	6,572.00
Medicare	240.00	1,537.00
Liability	1,034.00	1,800.00
Insurance	862.00	1,000.00
EMS Director Stipend	3,500.00	9,000.00
EMS Assistant Stipend	1,000.00	3,500.00
EMS 2 <sup>nd</sup> Assistant Stipend	-0-	1,500.00
	<b>\$54,059.00</b>	<b>\$177,799.00</b>

**Note: There is the potential to bring in \$72,000.00 in revenue which will be used to offset the cost of the service.**

And to see if the town will vote:

- 1) To authorize the borrowing of a sum of up to \$150,000.00 for the purchase of a new ambulance by bid process.
- 2) To authorize the Treasurer and Chairman of the Selectboard
  - a) to issue Bond(s) Note(s) in an aggregate principal amount of up to \$150,000.00 and
  - b) to fix the date(s), maturity(ies), denomination(s) Interest rate(s), call(s) for redemption, place(s) of payment, form and other details of the Bond(s)/Note(s) on behalf of the Town of Woolwich, and



- c) to provide for the sale or negotiation of the Bond(s)/Note(s);
- 3) To raise and appropriate the sum of \$5,430.00 for interest payments for the first year.
- 4) To raise and appropriate the sum of \$21,429.00 for principal payments for the first year.

## Town of Woolwich Financial Statement

### 1. Total Town Indebtedness on Bonds

(a) Bonds outstanding and unpaid:	\$398,400.00
(b) Bonds authorized and unissued:	
(c) Bonds to be issued if this Article is approved:	\$150,000.00
TOTAL:	\$548,400.00

### 2. Costs

At an estimated maximum interest rate of 3.62%, the estimated costs of this bond issue will be:

7 Years	
Principal	\$150,000.00
Interest	\$ 38,010.00
Total Debt Service	\$188,010.00

### 3. Validity

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

**b.** To authorize the Board of Selectmen to enter into a three(3) year contract with the City of Bath Emergency Medical Service and to raise and appropriate the sum of \$99,145.00 for the first year of services rendered. The breakdown is as follows:

\$395.00 per responding ambulance	
251 Calls per year	\$99,145.00

And to see if the Town will appropriate a sum not to exceed \$15,000.00 from the Undesignated Fund Balance Account for the Selectboard to use if necessary for any unanticipated EMS costs.

**Article 39** To see if the Town will vote to raise and appropriate the sum of **\$61,096.00.00** for the Woolwich Emergency Medical Service Account. The breakdown of the account is as follows:

	<u>2018</u>	<u>2019</u>
AEDs	\$2,000.00	\$2,000.00
Annual Fees	1,500.00	1,500.00
Billing Fees	500.00	500.00
Clothing	2,000.00	2,000.00
Communications	4,000.00	4,000.00
Contingency	500.00	500.00
Fuel	1,000.00	1,000.00
Medical Equipment	4,500.00	4,500.00
Medical Exams	1,000.00	750.00
Medical Supplies	6,000.00	6,000.00
Office Supplies	1,000.00	1,000.00
Payroll	12,000.00	18,000.00
Training	5,000.00	5,000.00

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Vehicle Maintenance	3,000.00	3,000.00
EMS Director Stipend	3,500.00	3,500.00
EMS Assistant Stipend	1,000.00	750.00
EMS 2 <sup>nd</sup> Assistant Stipend	-0-	250.00
Medicare	240.00	350.00
Social Security	1,023.00	1,400.00
Liability	1,034.00	1,034.00
Insurance	862.00	862.00
Workers Compensation	2,400.00	3,200.00
	<u>\$54,059.00</u>	<u>\$61,096.00</u>

## Miscellaneous Donations

**Article 40** To see if the Town will vote to appropriate **\$400.00** from the Snowmobile Registrations Reimbursement for the Nequasset Trailbreakers Snowmobile Club. 2018 appropriation \$400.00

**Article 41** To see what sum of money the Town will vote to donate to the following local agencies:

	2018	2019
	<u>Appropriated</u>	<u>Donate</u>
Bath Area Family YMCA	500.00	500.00
Bath Area Food Bank	1,000.00	1,000.00
Bath Area Senior Citizens Center	850.00	850.00
Big Brothers/Big Sisters Bath/Brunswick	600.00	600.00
Jesse Albert Dental Clinic	2,500.00	2,500.00
Maine Maritime Boat Program	5,000.00	5,000.00
Midcoast Maine Community Action (CED)	1,400.00	1,400.00
New Hope for Women	500.00	500.00
Spectrum Generations	1,953.00	1,740.00
Sweetser	3,084.00	3,084.00
Tedford Housing	700.00	700.00
Woolwich Historical Society	1,500.00	1,000.00
	<u>\$19,087.00</u>	<u>\$18,874.00</u>

**Article 42** To see if the Town will vote to raise and appropriate the sum of **\$18,874.00** for donations to local agencies/organizations. 2018 appropriation \$19,087.00

## Ordinances

**Article 43** Shall an ordinance entitled Woolwich Fire Department Service Billing Ordinance be enacted, allowing the Town of Woolwich Fire Department to bill for services rendered.

The Ordinance is as follows:

### 1. Title and Authority

This Ordinance shall be known and may be cited and referred to as the “Woolwich Fire Department Service Billing Ordinance.” The Ordinance is adopted pursuant to municipal home rule ordinance authority and Title 30-A MRSA § 3001.

### 2. Purpose

The Town of Woolwich is engaged in providing fire suppression, fire rescue, and fire safety services;

and in consideration of services rendered hereby desires to set the following billing policy for Fire Department Services.

The Woolwich Fire Department Service Billing Ordinance is enacted for the following purposes:

A. To protect the citizens of Woolwich from potential expenses incurred through emergency response and services provided.

B. To compensate the Town of Woolwich for use of Town resources in response to false alarms, bomb threats, fires caused by arson, illegal burning, traffic incidents, motor vehicle crashes, incidents involving Operating Under the Influence (OUI), commercial vehicle traffic incidents, hazardous materials incidents, and extra-ordinary responses.

C. To promote the health, safety, and general welfare of Woolwich residents. Our goal is to provide excellent service to our citizens. Fire services will not be denied due to a person's lack of adequate funds or insurance. No one should hesitate to call 9-1-1 if emergency services are needed.

### 3. Services

The Town of Woolwich will seek payment for the cost of services provided by the Town of Woolwich Fire Department. Services for which the Town of Woolwich shall seek payment include, but are not limited to:

- (a) Scene and safety control at traffic crashes
- (b) Extrication from vehicles
- (c) Fluid Mitigation at traffic crashes
- (d) Vehicle Fires
- (e) Hazard Mitigation Operations
- (f) Extra Fire Extinguishment Services

### 4. Fees for Services

Upon adoption of this Ordinance, the Board of Selectmen is authorized to review and set the fees as they deem in the best interest of the Town of Woolwich.

#### A. Explanation of Charges

##### a. Command & Control Scene Safety

i. When responding to emergency scenes, the Fire Department is responsible for overall scene safety. This is achieved through apparatus placement, personnel placement, and equipment placement, to ensure the safety of all within the scene, and also to restrict access to the scene. This also includes the management of other resources and agencies responding to the scene and ensuring a safe staging area. Scene safety also includes the deployment of safety hose lines and/or fire extinguishers to protect those on scene from fire hazards.

##### b. Disentanglement/Extrication

i. The Fire Department responds to numerous incidents requiring forcible access to patients so that EMS services have proper access to patients. The Fire Department works in a coordinated manner with EMS or on their own. Access to occupants include, but are not limited to: car accidents, industrial accidents, confined space rescue, below grade rescue, high angle rescue. To complete these rescues the following equipment may be utilized: ropes, ladders, air monitoring equipment, self-contained breathing apparatus, hydraulic equipment, shoring, saws, cribbing, air bags.

##### c. Fire Suppression

i. Fire Suppression at a traffic crash includes the use of safety hose lines, fire extinguishers, and other equipment to contain or extinguish a fire. It can also be the preventative measures taken at a traffic crash for the protection of those on scene to mitigate the risk of a fire.

##### d. Hazard Mitigation

i. Hazard Mitigation is whenever Fire Department personnel must contain hazardous substances, through the use of containment equipment or absorption pads that are permitted for use by

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the Department of Environmental Protection. This could be at a traffic crash, equipment failure incident, or at a fixed facility requiring the containment of a hazardous substance. All mitigation, containment, and disposal of hazardous materials and substances is done in conjunction with the DEP.

e. Extra Fire Extinguishment Services

i. These are services that the Fire Department requires to ensure public safety at fire scenes, that are contracted out, and the Town of Woolwich incurs a fee for. Examples of this include, but are not limited to: excavation of rubble to ensure complete extinguishment.

B. Billing Procedures

a. The first billing occurs on or about the 15<sup>th</sup> of each month, for all reports submitted for billing in the prior month.

i. Terms are 30 days, with the same billing to all parties involved in the same incident

b. Second notice, if balance is not settled, within 60 days

c. 90 day notice, sent by Certified Mail.

d. Collection Agency contacted after 120 days of non-payment.

C. Consideration for Write Off

a. When the claim was not paid with a valid reason (insured not at fault, not covered)

b. Not covered and failed to pay after 60 day notice

c. If all attempts to contact insurance companies and/or individuals failed by any common method available listed above

d. Upon written request, the Board of Selectmen is authorized to consider writing off claims, in whole or in part, due to extenuating circumstances.

5. Administration and Enforcement

It will be the duty of the Fire Chief to effectively pursue the requirements of this Ordinance for payment of services rendered by the Fire Department as specifically outlined above.

6. Validity and Severability

If any section of this Ordinance is declared by the Courts to be invalid, such decision shall not invalidate any other section or provision of this Ordinance.

7. Conflict with Other Ordinances

This Ordinance shall not in any way impair or remove the necessity of compliance with any other applicable rule, ordinance, regulation, by law, permit, or provision of law. Where this Ordinance imposes a greater restriction upon the use of Fire Department Services, the provisions of this Ordinance shall control.

8. Effective Date

This Ordinance shall take effect upon adoption by the Town of Woolwich at its annual meeting of May 4th, 2019, and upon such dates that it may be amended.

9. Fees Established

Engine Response:	\$150/hr
Squad Response:	\$100/hr
Brush Response:	\$100/hr
Forestry Response:	\$100/hr
UTV Response:	\$50/hr
Boat Response:	\$50/hr
Personnel Response:	\$18/hr
Outside resources:	\$Rate set by outside resource

**Article 44** Shall an ordinance entitled Woolwich Fire Department False Fire Alarm Ordinance be enacted, allowing the Town of Woolwich Fire Department to bill for services rendered.

The Ordinance is as follows:

Town of Woolwich, Maine  
False Fire Alarm Ordinance

1. Title and Authority

This Ordinance shall be known and may be cited and referred to as the “Woolwich Fire Department False Fire Alarm Ordinance.”

2. Purpose

The Town of Woolwich maintains a volunteer, on-call Fire Department that responds to fire alarms within the Town of Woolwich. This Ordinance is enacted for the following purposes:

A. To protect the citizens of Woolwich from potential expenses incurred through emergency response and services provided.

B. To compensate the Town of Woolwich for use of Town resources in response to false fire alarms.

C. This ordinance will encourage a reduction in the frequency of false fire alarms, through a service fee to compensate the Town of Woolwich for the inappropriate use of municipal resources in response to false fire alarms.

3. Definitions

Alarm System

A. System consisting of initiating devices, including, but not limited to smoke detectors, heat detectors, pull stations, sprinkler switches, which activate audible or visual devices on premises for evacuation. These systems may include any mechanism, equipment, or device designed to automatically transmit a signal, message, or warning from private or public premises, including telephonic alarm systems designed to operate automatically through the use of public telephone facilities to the Woolwich Fire Department or monitored by other private or public entity, which in turn calls the Woolwich Fire Department.

False Alarm

The notification of the Fire Department that an alarm system is activated and indicates an emergency situation, and upon arrival of the Fire Department, no such emergency exists. Causes could be, but are not limited to, malfunctioning of alarm system, maintenance negligence, or inappropriate use of alarm systems.

4. Procedures

A. Upon enactment of this Ordinance, the Fire Department will notify owners of Alarm Systems of its enactment. An owner of an existing Alarm System owners shall, within 30 days of receiving notice of the Ordinance, provide the Fire Department with a signed certification that (1) it has received notice of the Ordinance; and (2) that they and/or their employees and or/other residents operating the alarm system have received complete instructions in the operation and the use of the alarm system, and (3) that any and all persons who maintain, test or perform functions on said system are or will be qualified by established industry standards. An owner of a newly installed Alarm System shall provide the Fire Department with this certification prior to connecting the System to the Fire Department.

B. For the first thirty (30) days following installation, no charge to the owner will be made for false alarms.

C. Any owner of an Alarm System which causes the transmittal of false alarms in any 90 day period shall pay the following fees:

First:	No Charge
Second:	\$50
Third:	\$50
Fourth and Subsequent:	\$50 increments from previous amount

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D. Alarms generated as a result of circumstances beyond the Alarm System owner's control (e.g power outage, weather conditions, motor vehicle crash, telephone transmission problems, etc.) shall not result in a service fee, nor shall they count towards the response count for the year.

E. The responding fire unit shall make a determination of the cause of the alarm. The Chief and/or his designee will review such a determination and incorporate other pertinent data to establish whether it will be considered a chargeable false fire alarm.

F. All charges will be billed quarterly, and if not paid, appropriate collection action will be taken.

G. The Fire Department will conduct a thorough check of the building to determine the cause of the alarm. If the alarm is determined to be a malfunction the Fire Department will silence the fire alarm system, and the responsible party will be contacted to reset the alarm or make the necessary repair. If a responsible party cannot be contacted, will not respond, or chooses to have the Fire Department reset the alarm, the fee for such service shall be \$150.

H. The Fire Department shall give written notice to a responsible party for the property within 5 days of a false fire alarm finding. Written notice is deemed complete when such notice is left at the property by the Fire Department, or mailing such notice to the Alarm System owner at the owner's last known address within 10 days by first class mail.

#### 5. Administration and Enforcement

It will be the duty of the Fire Chief to effectively pursue the requirements of this Ordinance for payment of services rendered by the Fire Department as specifically outlined above.

#### 6. Validity and Severability

If any section of this Ordinance is declared by the Courts to be invalid, such decision shall not invalidate any other section or provision of this Ordinance.

#### 7. Conflict with Other Ordinances

This Ordinance shall not in any way impair or remove the necessity of compliance with any other applicable rule, ordinance, regulation, by law, permit, or provision of law. When this Ordinance imposes a greater restriction upon the use of Fire Department Services, the provisions of this Ordinance shall control.

#### 8. Effective Date

This Ordinance shall take effect upon adoption by the Town of Woolwich at its annual meeting of May 4th 2019, and upon such dates that it may be amended.

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, 2019.

David A. King, Sr.

Jason A. Shaw

Dale E. Chadbourne

Allison L. Hepler

Allen J. Greene

Attest: Chelsea Lane, Town Clerk of Woolwich, Maine

## Town of Woolwich Municipal Officials July 1, 2018 - June 30, 2019

**Board of Selectmen:**

David A. King, Sr., Chairman 60 Birchwood Road, Woolwich, Maine 04579	(207) 442-7642	Term Expires: 31 December 2021
Dale E. Chadbourne, Vice Chairman 18 Thunder Road, Woolwich, Maine 04579	(207) 442-8489	Term Expires: 31 December 2019
Allison L. Hepler 417 Montsweag Road, Woolwich, Maine 04579	(207) 442-0754	Term Expires: 31 December 2020
Jason A. Shaw 918 Old Stage Road, Woolwich, Maine 04579	(207) 442-7120	Term Expires: 31 December 2020
Allen J. Greene 7 Greene Way, Woolwich, Maine 04579	(207) 882-6123	Term Expires: 31 December 2019

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

Kim Dalton  
Town Office (207) 442-8859 fax  
13 Nequasset Road, Woolwich, Maine 04579 (207) 442-7094

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

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

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

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

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

Bruce Engert  
Town Office (207) 350-5282  
13 Nequasset Road, Woolwich, Maine 04579 (207) 442-7094

**Road Commissioner:**

Jack A. Shaw 911 Old Stage Road, Woolwich, Maine 04579	(207) 443-3932	Term Expires: 31 December 2021
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**Fire Chief:**

Michael Demers  
 Town Office (207) 522-3428  
 13 Nequasset Road, Woolwich, Maine 04579 (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:**

Chelsea Lane  
 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:**

Brian Carlton (207) 837-8457  
 Town Office (207) 443-7094  
 13 Nequasset Road, Woolwich, Maine 04579

**EMS Director:**

Brian Carlton (207) 837-8457  
 Town Office (207) 442-7094  
 13 Nequasset Road, Woolwich, Maine 04579

**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 2020	443-2549
Megan Fuller	Term Expires November 2020	442-8134
Stephen August	Term Expires November 2018	
Louis Ensel	Term Expires November 2018	
Anita Brown	Term Expires November 2020	
Alan Walton	Term Expires November 2019	



**State Legislature Information:**

Senator Eloise Vitelli

Senate District 23

**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

**Home Address:**

73 Newtown Road

Arrowsic, ME 04530

(207) 443-4660

Email – Eloise.Vitelli@legislature.maine.gov

Rep. Allison Hepler

House District 53

**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

**Home Address:**

417 Montsweag Road

Woolwich, ME 04579

Email – Allison.Hepler@legislaturemaine.gov

Updated 2/25/2019

## Citizen Committee List — July 1, 2018 - June 30, 2019

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>Term Expires</u>
<b>Agricultural/Forest Resources Committee:</b> (Meets As Needed)			
Joan Jordan	858 Old Stage Rd	207-443-9080	6/30/2020
Evan Holbrook	2 Holbrook Ln	207-607-2357	6/30/2019
Paul Goscinski	53 Ames Dr	207-389-4775	6/30/2019
Arlene Whitney	141 Old Stage Rd	207-443-9489	6/30/2021
Vacancy			6/30/2016
Vacancy			6/30/2017
Vacancy			6/30/2018
<b>Board of Appeals:</b> (Meets As Needed)			
Gregory Doak	46 Old Stage Rd	207-442-7281	6/30/2020
Linda Potts-Crawford	66 Gotham Woods Ln	207-841-9411	6/30/2021
Jack Shaw	911 Old Stage Rd	207-443-5853	6/30/2019
Paula McKenney	26 Touassic Ln	207-841-0311	6/30/2021
Dean Hatch	45 Montsweag Rd	909-731-6209	6/30/2021
<b>Cemetery Committee:</b>			
David Bailey	384 Mountain Rd	207-882-5461	
Peter North	12 Acadia Shores	207-319-7580	
Arlene Whitney	141 Old Stage Rd	207-443-9489	
Two Vacancies-Regular Members			
Two Vacancies-Alternate Members			
<b>Comprehensive Plan Review Committee:</b>			
Clark Granger, Chairperson	191 Phipps Point Rd	207-442-8759	
Paul Dumdey	346 River Rd	207-443-3479	
Rosemarie Granger	191 Phipps Point Rd	207-442-8759	
Allison Hepler	417 Montsweag Rd	207-442-0754	
Joan Jordan	858 Old Stage Rd	207-443-9080	
Katherine Wheeler	100 Montsweag Rd	207-443-5712	
Patrice Hennin	253 Barley Neck Rd	207-443-1501	
<b>Conservation Commission:</b> (Meets As Needed)			
Joan Jordan	858 Old Stage Rd	207-443-9080	6/30/2020
Evan Holbrook	2 Holbrook Ln	207-607-2357	6/30/2019
Paul Goscinski	53 Ames Dr	207-389-4775	6/30/2021
Vacancy			6/30/2018
Vacancy			6/30/2019
Vacancy			6/30/2017

**Fair Hearing Authority:** (Meets As Needed)

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

**Monument Committee:** (Meets As Needed)

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

**Nequasset Church Committee:** (Meets As Needed)

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

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

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

**Planning Board:** (Meets First Monday of Month @ 6:30 p.m.)

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

**Public Communications Committee:** (Meets Second Wednesday of Month)

Alison Hepler, Ex-officio			
Caelie Smith	258 Middle Rd	207-443-5221	6/30/2021
Roger Baffer	721 Middle Rd	207-442-7052	6/30/2021
James Collins	29 Nequasset Pines	207-607-1684	6/30/2019
Rebecca Anthony Roche	918 Old Stage Rd	207-442-7120	6/30/2020
James Barry Todd	25 Nequasset Pines	207-443-3359	6/30/2019
Two Vacancies-Alternates			

**Recreation Committee:** (woolrichrec@gmail.com)

Elizabeth Harrington, Chairperson	P O Box 145	207-319-6730
Leslie Gallant	35 Gallant Way	207-751-3420
Dena Bachman	398 Bald Head Rd, Arrowsic	617-850-2033
Steven McKay	8 Wagon Wheel Ln	207-650-5307
Jason Libby	2 Trott Rd	207-443-2941
Greg Smith	352 Murphys Corner Rd	207-939-1790
Brandon Cahill	434 Murphys Corner Rd	207-319-9122
Kelsie Tardif	1228 Old Stage Rd	207-615-5352

**Representative - Bath Water District**

Michael Sinton	207-442-7753	10/31/2020
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**Road Committee:** (Meets As Needed)

Jack Shaw, Ex-officio		207-443-3932	
Robert Meade	P O Box 201	207-443-2580	6/30/2020
Linda Potts-Crawford	66 Gotham Woods	207-841-9411	6/30/2019
Evan Holbrook	2 Holbrook Ln	207-607-2357	6/30/2021
James Chadwick Oliver, Jr.	1412 Middle Rd	207-389-6963	6/30/2020
Vacancy			6/30/2019

**Shellfish Conservation Committee:** (Meets 1st Tuesday of Each Month)

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

**Solid Waste and Recycling Committee:** (Meets 3rd Wednesday of Each Month)

Jonathan Appleyard, Chairperson	26 Montsweag Rd	207-389-4292	6/30/2021
Fred Kahrl	937 Middle Rd	207-442-8497	6/30/2020
Linda Potts-Crawford	66 Gotham Woods	207-841-9411	6/30/2019
Donald Adams	99 Shaw Rd	207-443-4266	6/30/2019
Clark Granger	191 Phipps Point Rd	207-242-9042	6/30/2019
Vacancy			6/30/2018
Vacancy			6/30/2017

**Special Events Committee:** (Meets As Needed)

Allison Hepler, Ex-officio		207-442-0754	
Collette Coombs, Chairperson	8 Brookside Dr	207-443-3570	6/30/2020
Linda Potts-Crawford	66 Gotham Woods	207-841-9411	6/30/2017
Janet Stephen	97 Norway Dr	207-389-6170	6/30/2019
Kyle Beeton	253 Barley Neck Rd	207-522-3511	6/30/2018
Tammy Given	904 Old Stage Rd	207-443-3932	6/30/2021

**Corrections to this list should be forwarded to the Town Administrator at the Woolwich Town Office at: Administrator@woolwich.us • Telephone: 207-442-7094**

## **Town of Woolwich 2019 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**

Tuesday, January 1, 2019  
Monday, January 21, 2019  
Monday, February 18, 2019  
Monday, April 15, 2019  
Monday, May 27, 2019  
Thursday, July 4, 2019  
Monday, September 2, 2019  
Monday, October 14, 2019  
Monday, November 11, 2019  
Thursday, November 28, 2019  
Friday, November 29, 2019  
Wednesday, December 25, 2019

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 and is in receipt of a pension for the service-connected death of her son.
6. Maine Homestead Exemption – This program is open to any resident who has owned a home in Maine for twelve months and it is their primary place of residence.

NOTE: All applications must be filed by April 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.



## **U.S. Senator's Report**

Washington, DC

Dear Friends,

As I travel Maine, I hear from people who live in every corner of our state. I hear about their achievements, their successes, their work to improve their communities – I hear about the hope they have for our state. I also hear about our challenges, and all the work we have left to do. As I see it, that's my job: to listen to you, act where I can to build on what's good, and work on the tough parts. As 2018 comes to a close, I wanted to take a moment to share an update on some of the work we're doing in Washington to lift up the accomplishments of Maine people and make progress on the challenges they face.

From Portland to Presque Isle, from Milo to Camden, I hear about the pain that the opioid epidemic is inflicting on Maine communities. I've met with Maine people in recovery, family members of those struggling with substance use disorders, treatment providers, and law enforcement officials to learn about their experiences with this terrible disease, and everyone agrees that in order to fully respond to these problems, we need a stronger federal effort to end the opioid epidemic. Fortunately, some help is on the way – in October, we overwhelmingly passed a sweeping, bipartisan opioids bill. I've pushed hard for this type of legislation and was proud to have provisions I've advocated for included in the bill. These priorities have been guided by the voices of Maine people, and we'll keep working to confront this tragic problem.

I've also worked to strengthen the future of our forest economy. Maine's forests have powered our state's economy for generations, especially in our rural communities. So, when rapid shifts in the market led to the closure of many pulp and paper mills and biomass power plants, it required a collaborative approach to support future growth in this important industry. That's why, together with the other members of the state's Congressional delegation, I pushed to establish the Economic Development Assessment Team (EDAT). This integrated, multiagency effort aims to foster innovation and commercialization in Maine's forest economy, and we're already seeing the benefits: in recent months, several forest industry businesses have announced significant investments into Maine operations, and in September 2018, the Forest Opportunity Roadmap (FOR)/Maine released an action plan to make sure this industry, and the rural communities it supports, can continue to thrive for generations to come.

As I close this letter, please allow me to express my gratitude to each of you – for your dedication to our state, and to one another. It's often said that Maine is like a big small town (with very long streets)—that's because at our heart, we're one big community. It's not only a pleasure to serve you— it's a pleasure to know you. Thank you for being the reason Maine is so special. Mary and I hope that 2019 will be a good year for you, your family, your community, and our great State.

Best,  
Angus S. King  
United States Senator

## U.S. Senator's Report

Dear Friends,

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 from this past year.

As Chairman of the Senate Aging Committee, I worked to help ensure the well-being of our seniors. The *SeniorSafe Act* I authored became law last year and is empowering banks, credit unions, and other financial institutions to better protect seniors from financial fraud.

Following extensive committee investigations of prescription drug pricing, additional legislation I crafted became law, ending the egregious practice of pharmacy “gag clauses” that prevented pharmacists from informing patients on how to pay the lowest possible price.

This year, I was also successful in securing an extra \$425 million for Alzheimer’s research—the largest funding increase ever—bringing the total to \$2.34 billion. Additionally, the bipartisan *BOLD Act* I authored will create public health infrastructure to combat Alzheimer’s by promoting education, early diagnosis, and improved care management.

More than 40 million Americans—including 178,000 Mainers—are caregivers for parents, spouses, children, and other loved ones with disabilities or illnesses, such as Alzheimer’s. The *RAISE Family Caregivers Act* I authored was signed into law last year, giving caregivers more resources and training to better balance the full-time job of caregiving. Another law I wrote will help grandparents who are raising grandchildren, largely due to the opioid addiction crisis.

In addition to helping seniors, a major accomplishment over the past year is the increased federal investment in biomedical research that is leading to progress in the fight against numerous devastating diseases. Congress has boosted funding for the National Institutes of Health by \$7 billion in just the last three years, bringing total funding to more than \$39 billion.

One of my highest priorities as Chairman of the Transportation Appropriations Subcommittee is to improve our nation’s crumbling infrastructure and ensure that Maine’s needs are addressed. Since the Better Utilizing Investments to Leverage Development (BUILD) Transportation Grants program, formerly known as TIGER, was established in 2009, I have secured \$160 million for vital transportation projects throughout Maine.

Congress also delivered a Farm Bill last year, which includes many important provisions that will help the agriculture industry in Maine and across the country. Specifically, I secured provisions that will strengthen support for young farmers, improve local farm-to-market efforts, and increase funding for organic research.

Congress took decisive action to address the opioid addiction epidemic. In addition to appropriating \$8.5 billion in federal funding last year, Congress enacted the *SUPPORT for Patients and Communities Act*, a

comprehensive package that embraces the multipronged approach I have long advocated for this epidemic: prevention, treatment, recovery, and enforcement to stop drug trafficking.

Maine plays a key role in ensuring a strong national defense. In 2018, Congress provided funding for five ships to be built at Bath Iron Works, which will help to keep our nation safe and provide our skilled shipbuilders a steady job. I also secured more than \$162 million for infrastructure projects at Portsmouth Naval Shipyard to support their important work to overhaul Navy submarines.

A Maine value that always guides me is our unsurpassed work ethic. In December 2018, I cast my 6,834<sup>th</sup> 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 Maine in the United States Senate. If ever I can be of assistance to you, please contact one of my state offices or visit my website at [www.collins.senate.gov](http://www.collins.senate.gov). May 2019 be a good year for you, your family, your community, and our state.

Sincerely,  
Susan M. Collins  
United States Senator

## U.S. Representative's Report

Dear Friends,

I hope this message finds you well. I am honored to represent you and your family and am grateful for the chance to offer both an update from Congress and my thoughts on the year ahead.

In Maine, we care less about political parties than about getting the job done. That's why I'm happy to report several recent victories I had reaching across the aisle to address issues important to our state.

Signed into law after months of deadlock, the 2018 Farm Bill contained several provisions I introduced. We were able to boost local food investment and organic research programs that are important to the Maine farmers driving a resurgence in our agricultural economy. The bill also created a pilot program to help doctors write prescriptions and offer vouchers to patients who need to change their diet but can't afford fresh food. Finally, the legislation included several steps I introduced to reduce food waste, a national problem that is not only costly to the environment and economy, but a missed opportunity to help millions of Americans who don't have enough to eat.

At the end of 2018, the President signed into law legislative language I introduced to assist veterans who had been blindsided by debt with the Department of Veterans Affairs. After hearing from several veterans who did not receive mailings about their debt until it was too late to take action, I introduced a bill to require the VA to improve its notification system. The final legislation requires that veterans have the option of getting electronic notifications and that the VA report on the underlying issues.

And on the House Appropriations Committee, I worked to protect programs that our state relies on, such as small business grants, rural broadband investment, effective responses to the opioid epidemic, shipbuilding at Bath Iron Works, and more.

As a new Congress gets underway, I will keep working with Republicans to make progress on key issues like these. But with Democrats now in the majority, I look forward to having an open debate on problems that have been ignored for too long. This includes the gun violence plaguing our nation, the dangers climate change presents to our country, crushing student loan debt, the influence of big money in politics, and the need for all Americans to access affordable health care and prescriptions.

In Washington and Maine, my offices stand ready to answer your questions, listen to feedback, and assist with federal issues and agencies. My hard-working staff helps many hundreds of constituents every year and I welcome the chance to serve you.

Best wishes,  
Chellie Pingree  
Member of Congress

## U.S. Representative's Report

Dear Friends,

I hope this letter finds you well. As I am settling into my new role as your representative, I wanted to give you an update on what we are doing in D.C. and in Maine this year.

My first priority is to be accessible to you and to our communities, which is why I have opened offices throughout the Second District at the following locations:

- ♦ **Caribou Office:** 7 Hatch Drive, Suite 230, Caribou ME 04736. Phone: (207) 492-6009
- ♦ **Lewiston Office:** 179 Lisbon Street, Lewiston ME 04240. Phone: (207) 241-6767
- ♦ **Bangor Office:** 6 State Street, Bangor ME 04401. Phone: (207) 249-7400

My team and I are here to serve you, so please come meet my staff, voice an opinion, inform us of local events, or seek assistance with federal benefits. I come home to Maine every weekend to hear from you and see what's happening in our communities. I appreciate you keeping us informed.

This year, I was proud to be appointed to the House Armed Services and Small Business Committees. On Armed Services, I'm using my experience serving in Iraq and Afghanistan to make sure our servicemembers have the resources and training they need to succeed and keep us safe. Within Armed Services, I was assigned to the Seapower Subcommittee, where I am fighting for our shipyard jobs and making sure our military can count on Bath-built ships for generations to come. Beyond Bath, I will advocate for the entire network of good Maine jobs that support our troops, equipping them to carry out their duties reliably and safely.

Maine would just not be the same without our small, family-owned businesses. On the Small Business Committee, I am working to ensure our small businesses have the tools to grow, look out for their workers, and provide more good jobs to people all over Maine. Within the Small Business Committee, I was honored to be appointed Chairman of the Subcommittee on Contracting and Infrastructure. With this position, I am highlighting the need for infrastructure investment and fighting to level the playing field when small businesses compete for federal contracts.

One thing I love about Maine is that we help each other out. Whether it's ensuring a job well done or lending a hand to a neighbor, I know you are strengthening our communities every day. I am proud to serve alongside you and look forward to all that we will accomplish together.

My wife Isobel and I wish you and your family happiness, health, and success in the year to come.

Sincerely,  
Jared Golden  
Member of Congress

## Governor's Report

Dear Friends:

It was the highest honor of my life to take the oath of office to become Maine's 75th governor. Over the next four years, I will do everything in my power to make Maine the safe, beautiful, prosperous state we all want for our children and grandchildren.

That is why on my first day in office I directed the Maine Department of Health and Human Services to implement Medicaid expansion as quickly and efficiently as possible. My Administration will ensure that it is paid for sustainably; that the cost of health insurance is controlled; and that the cost of prescription drugs is reined in. In addition to creating a Director of Opiate Response to marshal the collective power and resources of state government to stem the tide of the opioid epidemic, we will make Narcan widely available, increase access to medication assisted treatment and recovery coaches, and expand drug courts.

We also need a healthy environment. My Administration will embrace clean energy; change our modes of transportation; weatherize homes and businesses; and reach a goal of 50 percent of our energy coming from Maine renewable resources. By reducing the impacts of climate change, we will create good-paying jobs, preserve our environment, and protect our state's farming, fishing, and forestry industries.

We will also develop a world-class workforce starting with Pre-K for every 4-year-old in Maine and more post-high school options that result in a valued credential. Attracting talented young people to move here and make Maine their home will be top priorities of my Administration.

Maine communities, especially rural communities, are confronting a severe workforce shortage and an aging and declining population. It is time for bold, dynamic ideas that will change Maine for the better. That is why I, along with people ranging from small business owners, innovators and entrepreneurs, to economists and every day, hard-working Mainers, developed an economic plan designed to make it easier for small businesses to grow, for people to come and stay, and for Maine to thrive.

I welcome your ideas. We are all in this together. We all want Maine to have a beautiful environment, happy people, and prosperous communities

Thank you,  
Janet T. Mills  
Governor



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

Dear Residents of Woolwich,

It is an honor and privilege to have been reelected to serve as your voice in the Maine Senate. The work of the 129<sup>th</sup> Legislature is getting underway and it is clear there is quite a bit of positive energy and excitement in the State House about doing good work for Maine people over the next two years!

My legislative colleagues and I are working on hundreds of pieces of legislation. For these next two years I will be focusing on making sure Maine people have access to affordable health care, economic security, and access to a great education. Specifically, I have submitted student loan bill of rights legislation, in order to protect Mainers who take out loans while trying to continue their education and training from unscrupulous and predatory financial institutions and student loan servicers.

I have been selected by my Senate Democratic colleagues to serve this session as the Assistant Senate Majority Leader. I will also be serving again on the Marine Resources Committee. In both of these roles, and as your voice in the Legislature, I will work to advocate for policies that serve all Maine people well and meet the needs of our region. All of us in Maine, though particularly here in the midcoast, live in a place with bountiful and beautiful natural resources and amongst hardworking people with a strong sense of community. Though we certainly face many challenges, I am confident that if we all work together we can ensure a bright future for our children and grandchildren.

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

I look forward to hearing from you soon.

Kind regards,



Senator Eloise Vitelli



## State Representative's Report

Dear Woolwich Residents,

As a Woolwich resident, it's a special honor to serve as your State Representative. Over the next two years, I will be working hard on your behalf to provide responsive constituent services, be your advocate in the State House and advance legislation that improves life in our district and in our state.

Over the course of the 129th Legislature, we will be taking up over 2,000 separate pieces of legislation, some of which we've already begun to consider. Top priorities include expanding health care coverage, bringing relief from the opioid crisis, expanding access to renewable energy, fighting and dealing with the effects of climate change, providing property tax relief, repairing our roads and bridges, bringing broadband to more Mainers, getting prescription drugs under control, protecting the independence of seniors and making sure we are caring for our neighbors with disabilities. All of these were concerns I heard last year when meeting with voters.

We are also working hard to balance the state budget for the next two years and will work to do so in a way that restores revenue sharing funds for all Maine towns and respects the mandate of the voters to properly fund public education.

This year I am serving on the Marine Resources Committee, where we've been tackling policies related to the Department of Marine Resources, commercial marine fisheries management, licensing and enforcement, processing and sale of marine fish, shellfish and aquaculture.

Whether we are dealing with marine resources or any other topic, I've been working with all of my colleagues, regardless of party affiliation, to make sure we're doing the best work we can for the people of our district and all of people of Maine.

Please contact me if I can be of any help or if you want to discuss or testify on any legislation. You can also get information on upcoming bills on the legislature's website: [www.legislature.maine.gov](http://www.legislature.maine.gov). My phone number is 207-319-4396. My email is [Allison.Hepler@legislature.maine.gov](mailto:Allison.Hepler@legislature.maine.gov). I also send out e-newsletters from time to time. Let me know if you'd like to receive them. Finally, consider coming up to spend a day at the legislature. I'd love to host you!

Respectfully,  
Allison Hepler  
State Representative





## COUNTY OF SAGADAHOC

### COMMISSIONER CAROL A. GROSE

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

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

I would like to welcome the County's newest Commissioner, Brian Hobart, who represents District 2. As we move forward in an economic climate which for us is accentuated by the uncertainty of issues such as the funding of county jails, each of the Commissioners remain acutely aware of the impact the County tax assessment has on Sagadahoc municipalities. In FY 2018-19 the municipal tax levy decreased by -0.75% and, while it is unlikely that we will show a reduction in FY 2019-20, we remain firmly committed to minimizing increases as we enter into the budget process.

During 2018 the County's many activities and accomplishments included the following:

- **Administration** continued to oversee the self-funded health insurance program. Over the past four years, our premiums have gone up 10% less than those of our previous insurer. In addition, the County had another successful year financially, with no material or significant weaknesses identified by the auditors.
- **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** Staff continued to work on the planning and implementation of regional training; assist local EMA Directors and community officials to meet federal emergency preparedness requirements; and collaborate with area emergency responders and public health agencies.
- The **Communications Center** continued to make significant equipment upgrades. In addition, the joint Task Force with the County's Fire Chiefs continued to explore long term improvements to the E-911 system and coverage, including the placement of a new antenna at the Bowdoin Town Office.
- 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. Our new District Attorney Natasha Irving assumed office on January 1, 2019.
- The **Sheriff's Office** saw an increase of approximately 2.4% in the number of calls when compared with 2017, from 5,171 to 5,298. The **Transport Division** handled 742 transports last year and continued to monitor inmates on home release. The community public works program resulted in the performance of approximately 2,059 hours of labor in Sagadahoc County, saving over \$41,180 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.sagcounty.com](http://www.sagcounty.com).)

Sincerely,  
Carol A. Grose

# CEO

## 2018 Building Permits

The total for Building Permits issued in 2018 was sixty-two, up 32% over 2017's forty-seven. Most significantly, twenty new homes were built, and five single or double wide mobile homes were placed in Woolwich. Eighteen permits were for garages / barns / sheds. There were fifteen additions / renovations and five "others." Total declared value of all permits is \$6,038,755.00, and total permit revenue was \$13,419.47.

The Planning Board is actively reviewing current ordinances and following the State's lead on Tiny Homes, and the "BIG" topic of Medical Cannabis, Recreational Marijuana and Hemp.

Following is a detail of Building Permits issued in 2018.

Respectfully submitted,  
Bruce Engert,  
Woolwich CEO, Building Official

<b>2018 BUILDING PERMITS ISSUED</b>						
<b>DATE</b>	<b>PERMIT#</b>	<b>NAME</b>	<b>ADDRESS</b>	<b>DISCRIPTION</b>	<b>COST</b>	<b>FEE</b>
2/6/2018	1	Gilbert, Linda Sue	156 Weston Rd.	28'X64' replacement MH	\$61,500.00	\$268.80
2/8/2018	2	Empire Telecom	92 Shaw Rd.	Replace 3 existing antennas	\$25,000.00	\$250.00
2/20/2018	3	Frohmler Const	60 Montsweag Wood	Garage, 26'X30'	\$73,233.00	\$ 120.00
2/22/2018	4	Murphy, William	43 Drifters Ln.	MH, 24'X40' 1999 used	\$ 12,500.00	\$144.00
3/1/2018	5	Davis, William	473 Middle Rd.	Garage, 32'X48'	\$50,000.00	\$243.60
3/20/2018	6	Hall, Christopher	100 Milt Carlton Rd.	22 Solar Panels	\$21,972.00	\$58.00
3/27/2018	7	Taste of Maine Res.	161 Main St.	Inflatable Lobster Attachment	\$35,000.00	\$525.00
4/3/2018	8	Adams, Tracy	4 Shaw Rd.	Shed,Storage, 16'X24'	\$2,000.00	\$38.40
4/5/2018	9	Munsey, Jonathan	360 River Rd.	Barn, 28'X36'	\$20,000.00	\$136.80
5/3/2018	10	O'Grady, Donald	120 Phipps Point Rd.	Addition, Screened Porch	\$27,757.00	\$31.00
5/4/2018	11	Erickson, Carolyn R.	Rollins Mountain Wy	House, Residential, 36'X56'	\$165,000.00	\$476.70
5/4/2018	12	Clark, Jon	255 Montsweag Rd.	Addition, Barn 29'X41'	\$280,000.00	\$464.80
5/4/2018	13	Phelps, Shawn	235 Chopps Cross Rd	House, Res. Replace MH	\$15,000.00	\$126.80
5/15/2018	14	Lapointe, Aaron	2246 Nequasset Rd	House, Res. 24'X24'	\$40,000.00	\$86.40
5/22/2018	15	Asset Development	130 Norway Dr.	House, Residential, 28'X52'	\$250,000.00	\$452.75
5/22/2018	16	Asset Development	121 Norway Dr.	House, Residential, 28'X52'	\$250,000.00	\$452.75
5/24/2018	17	Voltin, Natassja	73 Chopps Cross Rde	Barn, steel, 14'X40'	\$12,338.00	\$56.00
6/5/2018	18	Brackett, Angela	166 Norway Dr.	Shed,Storage, 16'X24'	\$2,000.00	\$28.80
6/7/2018	19	Fagerson, Judith	753 Old Stage Rd.	Barn, 12'X28'	\$3,500.00	\$67.20
6/22/2018	20	Chopps Point Inc.	420 Chopps Point Inc	Barn,pole, 24'X24'	\$4,000.00	\$57.60
6/12/2018	21	Gerow, Kenneth	16 Whaleback Ridge	Shed, 14'X20'	\$6,000.00	\$28.00
6/12/2018	22	Bubar, Matthew	187 Dana Mill Rd.	Addition, 18'X28'	\$56,000.00	\$75.60
6/15/2018	23	Cousins, Patricia	64 Montsweag Wds.	Shes, 10'X22'	\$10,000.00	\$22.00
6/26/2018	24	Peters, Jeff	813 U. S. Route 1	Pole barn modification	\$20,000.00	\$104.00
6/28/2018	25	Asset Development	163 Norway Dr	House, Residential, 28'X48'	\$250,000.00	\$415.18
6/28/2018	26	Asset Development	144 Norway Dr.	House, Residential, 28'X48'	\$250,000.00	\$411.15
6/28/2018	27	Asset Development	170 Norway Dr.	House, Residential 40'X52'	\$310,000.00	\$538.10

7/3/2018	28	King, Tiffany	81 Barley Neck Rd.	Addition, open deck	\$4,500.00	\$20.00
7/5/2018	29	Brennan, Amy	53 George Wright Rd	Garage, 20'X20'	\$13,500.00	\$40.00
7/10/2018	30	Vaillancourt, Justin	43 Trott Rd.	House, modular 28'X58'	\$275,000.00	\$406.00
7/17/2018	31	Austin, Adam	59 Main St.	Renovate, Residential to Reta.	\$5,000.00	\$50.00
7/17/2018	32	Bert's Oil Service	32 Road B	Barn, 50'X60' metal, bus	\$200,000.00	\$450.00
8/2/2018	33	Asset Development	124 Norway Dr.	House, Residential	\$215,000.00	\$415.80
8/14/2018	34	Hallmark Homes	1558 Middle rd.	House, Modular, 28'X64'	\$318,955.00	\$630.40
8/14/2018	35	Wilson, Cyrus	129 Walker Rd.	Addition, 14'X26'	\$11,000.00	\$54.60
8/16/2018	36	St John, Darcy	40 John Walker Farm	Garage/Barn, 18'X24'	\$10,000.00	\$67.20
8/21/2018	37	Bradford, Chris	50 Rollins Mt. Way	Pool, 18'X36'	\$20,000.00	\$97.20
8/21/2018	38	Gooderow, Stephen	Old Stage Rd.	MH, 14'X64' new	\$15,000.00	\$136.50
8/21/2018	39	Warnke, Tyler	156 Hedge Bridge Rd	House, Residential, 28'X36'	\$80,000.00	\$492.40
8/23/2018	40	Anderson, Mark	162 Nequasset Rd.	Addition, Enclosed deck	\$10,000.00	\$36.00
8/30/2018	41	Roehrig, Glen	305 Murphy's Corner	Shed/Garage, 20'X24'	\$12,000.00	\$48.00
9/11/2018	42	Griffie, Stephen	170 River Rd.	Addition	\$37,000.00	\$22.50
9/13/2018	43	Rattleff, Cory	22 Stonebridge Ln.	Barn, 36'X60'	\$100,000.00	\$361.50
9/18/2018	44	Carleton, Brandon	63 George Wright Rd	MH, 26'X56'	\$115,000.00	\$110.00
9/25/2018	45	Cahill, Bradley	157 Phipps Point Rd.	Barn, 24'X30'	\$30,000.00	\$72.00
9/25/2018	46	Dirigo Custom Struct.	Double M Lane	House, modular, 28'X44'	\$209,000.00	\$374.40
9/25/2018	47	Dirigo Custom Struct.	3 Pine St.	Renovation/Addition	\$25,000.00	\$129.15
9/25/2018	48	Crabtree, Gerald	206 Nequasset Rd.	Carport, steel, 14'X30'	\$2,500.00	\$42.00
10/2/2018	49	Hewitt, Curtis	554 Middle Rd.	Addition	\$6,000.00	\$24.34
10/4/2018	50	Asset Development	87 Tamarack Tr.	House, Residential	\$260,000.00	\$415.80
10/4/2018	51	Asset Development	130 Norway Dr.	House, Residential	\$260,000.00	\$415.80
10/4/2018	52	Asset Development	178 Norway Dr.	House, Residential	\$260,000.00	\$415.80
10/4/2018	53	Asset Development	75 Tamarack Ln	House, Residential	\$280,000.00	\$465.00
10/11/2018	54	Chartier, David	121 Phipps Point Rd.	Addition/Porch	\$5,000.00	\$20.00
10/16/2018	55	Smith, Derek	258 Middle Rd.	Addition/Porch	\$4,000.00	\$24.00
10/11/2018	56	Cosgrove, Michael	153 Hunnewell Ln.	Addition/Second story, 21'X28'	\$115,000.00	\$113.10
11/20/2018	57-A	Tobey, Greg	203 Meadow Rd.	Addition/ 14'X24'	\$25,000.00	\$100.80
10/18/2018	58	Vickrey, Matt	1-A Rollins Mt. Way	House, Residential, Ranch	\$280,000.00	\$500.15
10/23/2018	59	Wright, Jamie	870 Middle Rd.	House, Residential	\$160,000.00	\$223.20
11/8/2018	60	Vaillancourt, Leon	92 Murphy's Corner	House, Residential	\$400,000.00	\$926.80
11/8/2018	61	McCarren, Geoff	37 Spruce Dr.	Addition/12'X22'	\$10,000.00	\$39.60
12/6/2018	62	Murphy, William	1174 Middle Rd.	MH, 24'X40' double wide	\$12,500.00	
					\$6,038,755.00	\$13,419.47

### 2018 Plumbing Permits

Plumbing Permits issued in 2018 were up almost 63% over 2017 totaling seventy. 30 were complete subsurface waste water disposal systems compared to 13 the preceding year. Ten permits were for partial replacements of holding tanks or drain fields. Additionally, there were 33 internal plumbing permits issued. Total permit fees collected equaled \$11,335.00, of which \$8,501.25 was retained by the town. The State's share was \$2,833.75. Additionally a \$435.00 D.E.P. safe Drinking water surcharge was collected & sent to the State. A detail of permit activity follows.

Respectfully submitted,  
Bruce Engert  
Woolwich Local Plumbing Inspector

<b>2018 PLUMBING PERMITS--JANUARY Thru JUNE 30th</b>								
DATE	PERMIT #	NAME	ADDRESS	SSWW	DEP	INTNL		
2/22/2018	2292	Murphy, William	43 Drifteras Lane			\$100.00	\$25.00	
3/15/2018	2293	Sculley, David	46 Phipps Point Rd			\$40.00	\$10.00	
3/29/2018	2294	Reed, Marilyn	722 Middle Road			\$40.00	\$10.00	
4/17/2018	2295	Fava Jr., Stephen	22 Old Arrowsic Rd.			\$40.00	\$10.00	
5/4/2018	2296	Erickson, Carolyn	1B Rollins Mountain R	\$250.00	\$15.00		\$62.50	
5/4/2018	2297	Erickson, Carolyn	1B Rollins Mountain Rd.			\$100.00	\$25.00	
5/4/2018	2298	Small, Kelly Ann	255 Chopps Cross Rd.			\$40.00	\$10.00	
5/15/2018	2299	LaPointe, Aaron	66 Nequasset Rd.	\$250.00	\$15.00		\$62.50	
5/17/2018	2300	McLellan, Robert	130 Norway Drive			\$170.00	\$42.50	
5/17/2018	2301	Purington, Leo	163 Norway Drive			\$160.00	\$40.00	
5/17/2018	2302	Kilkenny, Gena	6 Hunnewell Lane	\$515.00	\$15.00		\$62.50	
5/22/2018	2303	Asset Development	130 Norway Drive	\$250.00	\$15.00		\$62.50	
5/22/2018	2303A	Fish, Stanwood C.	19 Pitch {Pine Landing			\$40.00	\$10.00	
5/24/2018	2304	Air & Water Quality	12 Phipps Point Rd.			\$40.00	\$10.00	
5/29/2018	2305	Holbrook, Evan	226 Nequasset Rd.	\$250.00	\$15.00		\$62.50	
5/30/2018	2306	Sullivan, Edward	375 George Wright Rd.			\$90.00	\$22.50	
6/5/2018	2307	Given, Tammy	72 MacKenzie Lane			\$40.00	\$10.00	
6/7/2018	2308	Delano, Clinton	77 Main Street			\$60.00	\$15.00	
6/7/2018	2309	Montsweag Farm	942 U. S. Route 1			\$80.00	\$20.00	
6/12/2018	2310	Cumberland Farms	100 Main Street	\$150.00			\$37.50	
7/3/2018	2316	Cummings,	226 Nequasset Rd.			\$40.00	\$10.00	
7/10/2018	2317	Callan, Jillian	Trott Rd.	\$250.00	\$15.00		\$62.50	
7/10/2018	2318	McClellan, Robert	124 Norway Dr.			\$160.00	\$40.00	
7/10/2018	2319	McClellan, Robert	170 Norway Dr.			\$170.00	\$42.50	
7/10/2018	2320	McClellan, Robert	144 Norway Dr.			\$160.00	\$40.00	
7/24/2018	2321	Asset Development	124 Norway Dr.	\$250.00	\$15.00		\$62.50	
7/2/2018	2322	Asset Development	170 Norway Dr.	\$250.00	\$15.00		\$62.50	
8/7/2018	2323	Parr III, William	111 Montsweag Wood	\$250.00	\$15.00		\$62.50	
8/14/2018	2324	Hallmark Homes	Middle Rd.	\$250.00			\$62.50	

8/14/2018	2325	Fuller, Henry & Jane	1558 Middle Rd.			\$130.00	\$32.50
8/16/2018	2326	Doughty, George	29 Coon Run Rd.			\$80.00	\$20.00
8/21/2018	2327	Goodenow, Stephen	701 Old Stage Rd.	\$250.00	\$15.00		\$62.50
8/21/2018	2328	Warnke, Tyler	156 Hedge Bridge Rd.	\$250.00	\$15.00		\$62.50
8/21/2018	2329	Warnke, Tyler	156 Hedge Bridge Rd.			\$130.00	\$32.50
9/11/2018	2330	Collins, Chuck & Jen	64 Middle Rd.	\$250.00	\$15.00		\$62.50
9/18/2018	2331	King, David	60 Birchwood Rd.	\$150.00			\$37.50
9/19/2018	2332	Kerpan LLC	21 Otis Shore Rd.			\$40.00	\$10.00
9/25/2018	2333	Vallancourt, Jason	43 Trott Rd.			\$40.00	\$10.00
9/25/2018	2334	Dirigo Custom Struct	Double M Lane	\$250.00	\$15.00		\$62.50
10/2/2018	2335	Leslie, Rick	159 Montsweag Rd.	\$250.00	\$15.00		\$62.50
10/2/2018	2336	Goodenow, Stephen	701 Old Stage Rd.			\$40.00	\$10.00
10/2/2018	2337	Hewitt, Curtis	556 Middle Rd.	\$250.00	\$15.00		\$62.50
10/4/2018	2338	Asset Development	87 Tamarack Ln.	\$250.00	\$15.00		\$62.50
10/4/2018	2339	Asset Development	155 Norway Dr.	\$250.00	\$15.00		\$62.50
10/4/2018	2340	Asset Development	178 Norway Dr.	\$250.00	\$15.00		\$62.50
10/4/2018	2341	Asset Development	75 Tamarack Ln.	\$250.00	\$15.00		\$62.50
10/4/2018	2342	Oakes, Russell	42 Oak Is.	\$250.00	\$15.00		\$62.50
10/16/2018	2343	Smith, Randall	897 Middle Rd.	\$150.00			\$37.50
10/16/2018	2344	Jones, Marion	131 George Wright Rd	\$150.00			\$37.50
10/23/2018	2345	Sewall, Audrey	63 George Wright Rd.			\$40.00	\$10.00
10/23/2018	2346	Murphy, William	1174 Middle Rd.	\$250.00	\$15.00		\$62.50
10/16/2018	2347	Bisson, Laurie	122 River Rd.			\$40.00	\$10.00
10/16/2018	2348	Tobey, Greg	203 Meadow Rd.	\$250.00	\$15.00		\$62.50
10/18/2018	2349	D & S Excavation	Rollins Mountain W	\$250.00	\$15.00		\$62.50
10/18/2018	2350	Stafford, Tom	129 Barley Neck Rd.	\$250.00	\$15.00		\$62.50
10/23/2018	2351	Eaton, Marty	12 Birchwood Rd.	\$150.00			\$37.50
10/25/2018	2352	King, Fred	127 Main Street			\$40.00	\$10.00
11/8/2018	2353	Stafford, Tom	129 Barley Neck Rd.	\$70.00			\$17.50
11/29/2018	2354	Dirigo Structures	3 Pine Street			\$100.00	\$25.00
11/29/2018	2355	Havard, Paula	209 River Rd.	\$250.00	\$15.00		\$62.50
12/4/2018	2356	Clark, Jon	255 Montsweag Rd.			\$40.00	\$10.00
12/4/2018	2357	Wallace, Brian	92 Murphy's Corner Rd	\$250.00	\$15.00		\$62.50
12/11/2018	2358	Serrano, Louis	1-A Rollins Way Rd.			\$150.00	\$37.50
12/18/2018	2359	Davis, C. R.	48 Brookins Bay Rd.			\$40.00	\$10.00
12/27/2018	2360	Saleeby, Joel	Lot 40-41 Old Stage Rd	\$250.00	\$15.00		\$62.50



## Woolwich Fire Department

In 2018 the fire department responded to 152 calls. Calls included Fire Suppression, Motor Vehicle Accidents, Hazardous Materials Spills, Mutual Aid, Traffic Control, EMS Assists, Commercial/Residential Alarms and other miscellaneous Citizen Assists.

Our membership for the fire department continues to be at an all-time high. Woolwich is a very fortunate town. Many communities are struggling, and I can say that we are not. We still want to encourage anyone interested in volunteering to come and pick up an application. Also, a reminder that we have the junior firefighter program for ages 14-17.

We were very fortunate again this year to receive 2 grants. The first grant for \$3,100.00 was from the Maine Forest Service VFA grant program for new forestry fire equipment. The second grant was from the Maine Municipal Association for \$2,000.00 for a set of firefighter protective gear. This grant covered the cost of just the pants and jacket. On top of the pants and jacket it is an additional \$1,000.00 to fully outfit one firefighter when you add the boots, helmet, gloves and hood. We are always looking for grants and ways to purchase equipment above and beyond what the budget permits. Anyone interested in donating money to assist with the purchase of equipment can see the list located in the back of the town report of suggested items to donate for both Fire and EMS. Donations can be anonymous, and all donations are tax deductible and letters are available upon request.

This year we added an unexpected truck to our fleet. When the Navy vacated the Naval Air Station in Brunswick in 2011, they left some of their fire apparatus behind. Some it was sold off by the base realignment committee and the rest was kept for use around the base. This fall I was made aware that they no longer wanted the trucks they kept and would be giving them to any interested municipality. I was familiar with a specific truck that was there and knew it would be a great asset to our department as well as surrounding communities. I was able to contact them and secure the truck for Woolwich. The truck is a 1988 Chevy C-70 Custom 4x4 off Road Brush truck. It has a 250 gallon per minute pump, 500 gallon water tank and 20 gallon foam tank. The truck was not used much by the Navy and had only 6,800 miles on it. The truck is in amazing like new condition but had been sitting for a while and needed some TLC. Members stepped up and donated their time to clean it up, update the lighting, new lettering and striping and gave it all the care it needed. The engine was tuned up and the truck was completely gone through. We are keeping the truck in service year-round as we can use it during storms and other weather-related events for minor calls vs. using the newer apparatus. The truck is identified as Forestry 7, but we have nicknamed it "The Beast," if you have seen it then you know why. Please feel free to stop by anytime and check it out.

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

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

Respectfully Submitted,  
Michael Demers, Fire Chief

## Woolwich EMS

There were 229 calls for Emergency Medical Services in Woolwich in the calendar year of 2018. These 229 calls represented 139 transports to the hospital and 90 no transports. Below is a breakdown of the calls by what agency responded.

Agency	Responses	Transports
Woolwich EMS	217	40
North East Mobile Health	160	89
Wiscasset Ambulance	18	8
Bath Rescue	1	1
Life Flight	1	1

North East Mobile Health Services is the primary provider of EMS Services in Woolwich. Their response rate was 69%. Woolwich EMS had a response rate of 94%.

There are currently 18 active EMS providers on the department. There are three levels of EMS License within the State of Maine: EMT-Basic, Advanced EMT and Paramedic. There are 10 EMT-Basics, 4 Advanced, and 4 Paramedics. There are also 2 members of the Fire Department that are in EMT-Basic School. A goal for 2019 is to increase membership and also increase the number of Advanced and Paramedic level providers.

I need to thank the members of Woolwich EMS for their dedicated service to the Town. The response rate of Woolwich EMS has steadily increased over the last few years, especially picking up the calls for which NEMHS isn't available.

The Town's Contract with North East Mobile Health Services expires June 30, 2019. I have met with area Service providers and the Town will be asked to select one of two options at the Town Meeting on May 4, 2019. One option is to go with Bath Fire & Rescue. The other option is to have Woolwich EMS provide the service, with guaranteed staffing 24/7.

The Town's Ambulance, a 2004 Ford E450, is becoming less reliable, and has had significant repairs to the engine. This model year is notorious for engine problems. There will be a request at the Town Meeting to purchase a new ambulance, and use the current ambulance as a back-up ambulance.

Woolwich EMS continues to train, along with the Fire Department, to provide the best quality of care possible to all people that we come into contact with. If you have any questions or concerns, please contact me at [woolwichrescue@gmail.com](mailto:woolwichrescue@gmail.com) or 207-443-3589, extension 20.

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



## **Sagadahoc County Emergency Management Agency**

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

SCEMA brought in just over \$69,000 in Federal Homeland Security Grant Program (HSGP) funds with the FY2018 grant. These funds have or will translate into a number of projects across the county. Some of the projects include upgrading the county law and fire radio tower systems, upgrading portable radios, funding community education and outreach materials for citizen preparedness initiatives county-wide, purchasing municipal and county ballistic protective equipment and many other projects. SCEMA continues to work on previous projects outlined within the FY2016 and FY2017 grants, and has begun planning for the upcoming FY2019 Homeland Security Grant Program.

The County and all municipalities within are in the final stages of completing the DR-4354-ME federal disaster declaration process. All towns within the county have submitted the required documentation to request reimbursement (where eligible) from the damages occurring as a result of the October 2017 Wind Storm. As a result, 75% of storm damages will be reimbursed by FEMA and 15% will be reimbursed by the State. The municipalities, including the Town of Woolwich, will be responsible for only 10% of total damages.

During the 2018 calendar year, SCEMA and the Local Emergency Planning Committee (LEPC) re-energized their partnerships, increased memberships and engaged with Tier II reporting facilities. The LEPC funded Hazardous Materials Operations Refresher courses for the municipal fire department staff, which is a state requirement allowing for the department to maintain their HazMat level qualifications. The LEPC plans to tour facilities which house extremely hazardous substances (EHS Facilities) and continue to boost its community outreach program.

SCEMA and the American Red Cross (ARC) collaborated to establish a certified ARC Regional Shelter site located at the West Bath Fire Department. Because this shelter site is fully certified by the ARC, when warranted (based on availability), the shelter will be eligible to receive staff and supplies, at no cost, to support the Town of West Bath. All surrounding communities, including residents and guests of the Town of Woolwich, are welcome to seek assistance during regional shelter openings.

SCEMA has worked very closely with the Sagadahoc County Board of Health, where county partners and stakeholders, neighboring jurisdictions and subject matter experts target and address public health topics impacting the communities within the county. This year we are centering our focus around local age-friendly community efforts.

We were excited to name Brian Carlton as the 2018 Local Emergency Manager of the Year in Sagadahoc

County. We appreciate Brian's steadfast commitment to serving the Town! We are very pleased and honored to continue to work with all of the professionals from the Town of Woolwich. 2018 has proven to be a successful year, and together, we will continue to look toward the future, committing to the protection of life and property safety for all who live, work or play in Woolwich, Maine. We look forward to another successful year of service. For more information, visit us at [www.sagcounty/ema](http://www.sagcounty/ema). Sign-up to receive critical CodeRED public emergency alerts and like us on Facebook at [www.facebook.com/SagadahocCountyEMA](http://www.facebook.com/SagadahocCountyEMA).

Respectfully submitted,  
Sarah J. Bennett, Director  
Matthew Fournier, Deputy Director

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## Emergency Management Director

Thankfully, in 2018 there were no significant weather events requiring Emergency Management involvement. However, there were two projects that kept us busy.

The first project was the completion of the FEMA Reimbursement process to recoup funds from the October 2017 windstorm. This process has been completed, and the Town was one of the first to receive a portion of the funds.

The second project, which came from the windstorm, was the formation of a group of Town citizens who have volunteered to staff a shelter within the Town when the need arises. There are approximately 25 people who are part of this shelter volunteer group. They will staff the shelter at the Town Municipal Building where citizens can get clean water, shower, charge devices, and stay warm/cool.

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

If your residence or business in Woolwich is ever damaged due to a weather event, please let me know. There are often opportunities for assistance through FEMA, but I cannot offer these programs unless I know about the damages.

I will continue to be a voice at the County and State levels for issues involving Emergency Management in Woolwich. Please contact me with any questions or concerns that you may have. I can be reached at [woolwichema@gmail.com](mailto:woolwichema@gmail.com) or 207-443-3589, extension 20.

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

## Local Health Officer

The Kennebec River Age Friendly Community initiative has continued to progress in their work to include Woolwich in their list of towns who are viewed user friendly. A listening session was held in March at the town hall for suggestions to comply with that hope. If you were unable to attend and have suggestions that could provide you with help to be more integrated into the community and provide more opportunity for socialization, please let me know.

Likewise, “Maine All Care” is further down the road in its attempt to get the Maine legislature to pass legislation to provide medical care insurance for all people in the State of Maine, not just those who are fortunate to be able to afford medical insurance or are provided insurance by their employer.

Be sure to keep your “File of Life” current. If need be, the form can be obtained at the town office. Be sure to include care of a pet in your “File,” if you have one. Also, include pet food in your emergency “Go Bag” along with food, water and medical prescriptions.

Respectfully submitted

Paul H. Dumdey

Local Health Officer

Tel: 443-3479

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## Animal Control Officer

This year saw many dogs running loose in the road. If the same dog or dogs are picked up more than once, an extra \$50 fee is charged, and potentially an additional \$75 for a third offense. This money goes towards the Town’s animal control budget.

Please be sure your dogs wear collars and have tags with your contact information, as this will help get lost animals home sooner. Chipping your dogs and cats is an efficient way to ensure they will be returned to you. Most rabies clinics also offer affordable chipping.

There was a larger number of loose farm animals finding their way into the roads this year. Please be sure to check your fences regularly to ensure that they are secure.

Finally, a reminder that dogs need to be licensed by December 31st for the following year – while the \$25 late fee is waived for dogs licensed in January, any dog registered after February 1st will be subject to the fee. New dogs need to be registered at six months, or for older dogs, within the first 10 days of ownership.

## Road Commissioner

In the coming fiscal year, I have proposed rolling the Sign Account into the Road & Bridge Account. When the Sign Account was originally created, the Town was in the process of updating and installing new signs townwide. The maintenance and replacement of existing signs is often done in conjunction with other road-related duties, so it makes sense to eliminate the Sign Account as a separate line item.

After thoughtful consideration, the Selectboard and I feel modest increases to the Road & Bridge Account and Tar Account are warranted. I have proposed that the Road & Bridge Account be increased from \$60,000 to \$67,000 (\$5,000 Road & Bridge increase + \$2,000 Sign Account) and that the Tar Account be increased from \$100,000 to \$110,000. These increases are essential to offset rising costs and to meet the demands and expectations for our roads.

### **Road & Bridge Account –**

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

### **Tar Account –**

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

During the early fall of 2018, the town made the following improvements:

- Ferry Road – shimmed & re-paved 700’
- Old Stage Road (section 3) – shimmed & re-paved 800’ (Sandy Beach hill)
- Old Stage Road (section 3) – shimmed & re-paved 900’ (old town house to Union Bridge)
- Old Stage Road (section 4) – shimmed & re-paved 4,500’ (just north of Walker Road intersection to Gray Corner Road intersection)
- Wolf Pond Road – shimmed & re-paved 2,100’

### **Sign Account –**

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

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

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

Respectfully submitted,  
Jack A. Shaw, Road Commissioner

## Superintendent

Dear Citizens,

The mission of RSU 1 is to support and challenge students to develop and apply the skills, knowledge, and character to be responsible and productive learners, citizens, and leaders in a global society. The RSU 1 District Educational Plan for 2018-2019 is focused on the following overarching goals: to ensure there are high-quality teachers and administrators in each building; to develop meaningful and engaging curriculum and sound instructional practices; to provide safe, respectful and positive learning environments; and to improve community relations collaboratively.

Recently, Morse High School was named to the 9th annual Advanced Placement (AP) District Honor Roll. This honor recognizes our commitment to expanding access to AP coursework while also improving student performance. Morse was 1 of 373 schools recognized in the United States and Canada. There are many other 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.

As most of you know, RSU 1 is in the process of building a new Morse High School and Bath Regional Career and Technical Center that is scheduled to open in the fall of 2020. The new facility will be more economical, environmentally friendly, and conducive to teaching, learning, and social interaction. Not only will this new facility benefit our students and staff, but it will also provide a venue for meaningful community interaction. You can visit our district website at [www.rsu1.org](http://www.rsu1.org) to learn more about the project. We are grateful for the community participation and support for this undertaking that has been demonstrated by so many folks.

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

The new Morse High School project became a reality this year. With approval from the school community to bond out the construction of a new building, the work of the committees tasked with site planning, visioning, and design began to show fruition. Working with our architect, the new Morse has taken form and site work is nearly complete. The sense of anticipation that this project has created in our communities can not be understated. Visible to all traveling along Congress Street in Bath, the construction site commands your attention and, when completed, the new school will be a source of pride. The building committee and its subcommittees continue to meet regularly with the administration and architect to set the direction for the project. Updates to the Board of Directors are given monthly and the Board provides guidance as we work through the myriad of decisions necessary to complete the project. During the bidding process for a general contractor, it was determined that the shortage of workers in the skilled trades, affecting not only this region but the entire state, would necessitate a revision in our anticipated completion date for the project. After consultation with the State Department of Education, the Board agreed to push off the date of completion from September 2020 to December 2020. While that may still represent an aggressive target date, we feel it is achievable.

Applications were also submitted to the State for construction funding for the Dike-Newell and Fisher-Mitchell schools. This is the beginning step of what is likely to be a lengthy, multi-year process and places the RSU on a wait list for state construction aid. The Board facilities committee will develop a timeline and begin to work with the administration and community members to set the district's priorities and make some recommendations on the future of those two buildings.

In the classroom, the RSU has made some significant steps to enhance the advanced placement (AP) offerings at Morse. Many of our students participate in one or more AP courses and Morse has been recognized as one of three schools in the state to be chosen for the District AP Honor Roll for its growth in enrollments and successful completions. Since this often means advanced college credit for those students, these gains not only enhance the preparation of our graduates for higher education academically but can also benefit families financially which may save on college tuition costs.

Another important classroom change this year has been a redirection away from the implementation of graduation mandates set under the proficiency-based education model adopted by the state during the previous administration. When the mandates for implementation were made optional, the RSU decided to maintain traditional grading and graduation requirements for the district. This worked out well for the district in that we were able to make positive change related to proficiency for student learning while keeping the current systems at Morse that we felt were still effective. The enormous effort over the last few years that went into professional development and curriculum review in anticipation of the change was very productive and helpful for the district and, regardless of the RSU's choice to opt out of proficiency-based graduation requirements, changes in course learning standards resulted from the exercise.

The Board has also supported the addition of two new programs at the regional technical center, criminal justice and cosmetology, which will begin enrollments with the opening of the new school. We are also bringing back the electrical program and expect good enrollments there as well.

We continue to invest in our special needs services to meet the educational demands for an increasingly challenging population. The RSU is committed to all our students regardless of the educational and social needs they present. Whether through our in house behavioral programs, life skills at Morse and Woolwich, or our successful collaboration with neighboring districts, we will continue that commitment.

The RSU has concluded a “trial” year offering adult educational services through Merrymeeting Adult Education, a collaborative program involving neighboring districts. The Board authorized this as part of last year’s budget and entered into the agreement with the understanding that residents of the RSU would see no decline in the quality of programs, number of offerings, or experience any difficulty in accessing classes. The year has been successful and residents continue to have good access to high quality programs. This has been done at a cost savings to the district and, as a result, the Board has authorized the Superintendent to enter into an agreement to continue that relationship.

Finally, this report ends on a very positive but perhaps unexpected note: the district’s participation in the unified basketball program. Unified basketball is an inclusive sports program that matches student athletes with and without intellectual disabilities and supports them in training and interscholastic competition. There are over 100 schools in the state that participate and our students play a schedule of games with neighboring districts. The program has been yielding some incredible results for our students both on and off the court. The success of the team has given Morse another “winning tradition” and the relationships that have developed among students and mentoring opportunities that have been created are invaluable.

Education in the RSU is a shared responsibility. The Board, administration and teachers work hard to help our students achieve academically and become productive members of the community. Students must be active learners; parents are key to motivating and supporting their children as they move through the K-12 experience. Thanks for your support of our schools

Stephen August  
Chair, RSU 1 Board of Directors



## **Town Administrator/Treasurer Report**

It has been a whirlwind of new faces at the Town of Woolwich within the two years. Since hired by the Selectboard as the Tax Collector in March of 2018, and then recently being promoted to Town Administrator in January 2019, I have gotten to know many of the wonderful residents and homeowners in Woolwich. My many years of Municipal Government I feel have helped develop the skills and knowledge necessary for stepping into the role of Town Administrator. I welcome the opportunity to assist the townspeople with any questions or concerns that they may have.

Don't forget to check out the Town of Woolwich Facebook page along with our website. If you would like to have agendas, meetings and general information emailed to you please join the listserv. Email me at [administrator@woolwich.us](mailto:administrator@woolwich.us) to be added.

Respectfully Submitted,  
Kim Dalton



## **Tax Collector**

Since being hired in March of 2018 as the Tax Collector and recently promoted to Town Administrator, I have enjoyed my experience working at the Town of Woolwich and welcomed the opportunity to advance. The Town of Woolwich has diligently maintained a successful collection rate for taxes. I would personally like to acknowledge the taxpayers of Woolwich, it has been a pleasure working with the property owners and maintaining a positive relationship.

I'm confident that whomever steps into the tax collector position will work well with the town office and townspeople of Woolwich.

## Town Clerk

Greetings to the residents of Woolwich. Congratulations to all our 2018 newlyweds and new parents, and welcome to all new residents!

We had an excellent turn out at the November 2018 General and Referendum Election, with a total of 1777 votes cast, or 78% percent of registered voters – numbers much closer to Presidential Election years than Midterms. We had a total of 798 votes cast in the June 2018 Primary and Special Referendum Election, and a total of 86 votes cast at the annual Town Meeting in April. This year's Town Meeting will be on May 4, 2019 at 9 am at Woolwich Central School. On behalf of the Town, I would like to thank all of our excellent election workers for their hard work.

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

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

Submitted by  
Chelsea Lane  
Town Clerk

### Shellfish Licenses 2018

6 Resident Commercial	1 Non-Resident Commercial
0 Resident Recreational	0 Non-Resident Recreational

### Dog Licenses 2018

71 Unaltered	635 Spayed/Neutered	2 Kennel Licenses
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**Reminder:** New dogs must be licensed after 6 months of age and each year thereafter and owners must show proof of a current rabies vaccination. This may be done at the Town Office, by mail, by phone with a credit card, or online through the Maine.gov website. Fees are \$6 altered, \$11 unaltered.

There were 14 documented boats registered for a total of \$1,145.60 in excise taxes collected.

### Inland Fisheries and Wildlife July 2017-June 2018

ATV – New	33	ATV – Renewal	81	ATV – Transfer	1
ATV – Duplicate	1				
Snowmobile – New	37	Snowmobile – Renewal	50	Snow – Xfer	1
Boats – New	77	Boats – Renewal	273	Boats – Xfer	2
Boats – Duplicate	0	Boats – Milfoil Upgrade	2	PWC – New	4
PWC – renewal	5				
Hunt / Fish Combo	58	Hunting	26	Fishing	71
Archery	7	Expanded Archery	7	Crossbow	0
Migratory Waterfowl	13	Jr. Hunt	8	1-day Fish	0
Coyote Night Hunt	1	Muzzleloader	11	Bear	0
Spring/Fall Turkey	6	Small Game	0	Over-70 Lifetime	13
NR Hunt/Fish Combo	0	NR 3-day Fish	1	NR Season Fish	1
Saltwater Fish Reg	9	Res Superpack	1	Over-70 Upgrade	1

**Vital Statistics Records 2018***In Memory Of*

<b>Decedent Name</b>	<b>Age</b>	<b>Town of Death</b>	<b>Date of Death</b>
Booker, Philip V.	76	Freeport	02/09/2018
Brawn, Gloria J.	74	Brunswick	01/16/2018
Brigance, Helen Jean	68	Woolwich	05/13/2018
Campbell, Charles F	59	Brunswick	07/31/2018
Ebinger, Patricia A.	88	Woolwich	09/22/2018
Fenn, Holly Martin	62	Scarborough	04/30/2018
Frasier, Dawn H.	57	Brunswick	07/31/2018
Gingrow, John G. Jr.	59	Woolwich	03/28/2018
Gustafson, Michael A Sr	59	Woolwich	06/30/2018
Haas, John K. IV	57	Woolwich	04/20/2018
Mitchell, Clayton G	91	Woolwich	05/25/2018
Murphy, John	35	South Portland	06/19/2018
Pagliarulo, Heidi Jean	54	Woolwich	08/03/2018
Rattleff, Casey David	20	Portland	01/14/2018
Reed, Marjorie Lois Gott	91	Brunswick	11/27/2018
Rice, Marjorie Lorraine	79	Woolwich	08/07/2018
Schrimpe, Frederick Alan	61	Woolwich	02/13/2018
Skilling, Warren Phillip	85	Woolwich	09/06/2018
Spiegelman, Joseph Allan	66	Woolwich	10/18/2018
VonMagnus, Eric	76	Woolwich	07/08/2018
Watson, Walker Bryan Jr.	61	Woolwich	05/04/2018
Wills, Constance Jacqueline	77	Brunswick	03/16/2018

There were 24 births in 2018.

**Marriages 2018**

Clifton H. Given II & Mechelle I. Nash	1/1/2018
Arielle S. Curran & Robert W. Bickmore	1/26/2018
Craig G. Lorom & Toni J. Lowery	3/17/2018
Shane M. Sprague & Danielle R. Malcom	4/4/2018
Tony E. Milligan & Edith G. Bailey	4/14/2018
Nicolette C. Ocasio & Coady W. Robson	5/5/2018
Abigail M. Ecker & Christopher P. Bean	5/17/2018
Laurie M. Holland & Maxwell C. MacLean	6/28/2018
Richard V. Taylor III & Robin E. White	7/2/2018
Rachel E. Hanley & Timothy J. Lackedy-McCormick	7/14/2018
Aaron J. Lapointe & Emily F. Hodgdon	7/21/2018
Eva C. Beytagh & Paul T. Ingmundson	7/24/2018
Kellie L. Murphy & Dennis G. Furrow II	8/4/2018
Caroline C. Spillane & Maxx R. Meyer	8/11/2018
Henry G. Lavender & Ashley J. Campbell-Hall	8/18/2018
Jessica L. Carves & Gage T. Peaslee	8/22/2018
Meghan E. Watts & Jesse J. Cassidy	9/1/2018
Jonathan C. Burnett & Benjamas Wongwungjun	9/8/2018
Alexandra G. Haines & John M. McGuiggan	10/13/2018
Eric J. Fox & Angela M. Sweeney	12/12/2018

## Annual Report of the Selectboard

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

The Planning Board and the Selectboard have been working on what the Town might do regarding legalized recreational and medical marijuana. The Planning Board developed and provided a voluntary questionnaire that you found in the spring tax bills and we hope to gain your thoughts. There will be informational sessions in the future as we are sure there are a lot of questions. Thanks for your participation. (If you're a renter or have multiple people in your household, please stop by the Town Office and fill out a questionnaire.) Speaking of which, thanks for your cooperation in the questionnaire on the Town's needs as we move forward with Age-Friendly Communities of the Lower Kennebec. Results are being tabulated and will be shared as soon as we have them.

We've also been in discussions this past year with Town and area EMS departments to determine how to move forward on emergency medical services in the wake of a decision by Northeast Emergency Medical Services not to cover Woolwich when its contract with the Town ends on July 1.

We are starting off 2019 with Kim Dalton at the helm of the Town Office staff. Ms. Dalton has been serving as the Tax Collector for the past year, and is looking forward to the new position. Chelsea Lane has served us excellently this past year, overseeing flawlessly-run elections.

We are starting to move on the deteriorating condition of the concrete ox culvert that forms the Dyke Bridge at the southern end of the George Wright Road. Thanks to the work of the Kennebec Estuary Land Trust, which received a feasibility and engineering grant to incorporate the Dyke Bridge replacement into a bigger plan to restore the upstream salt marsh, KELT has brought the various parties together to plan the work ahead this year and next. Stakeholders include the Maine Department of Transportation, the Bath Water District, US Fish and Wildlife, Maine Department of Inland Fisheries and Wildlife, NOAA, and several environmental and conservation groups. We've been attending and participating in the various subcommittees, making sure the Town's interests are preserved.

Thanks to the work of Woolwich EMA Director Brian Carlton and the Road Commissioner, the Town was able to recoup the bulk of the costs of the 2017 wind and storm event, totaling \$33,000, from FEMA.

Once again, the Heating Assistance Fund is not far from our minds as winter settles in. The extreme cold front at the end of the year has made it hard for many of our residents to stay warm. In this past year, we spent over \$1,300 in heating supplies for our residents. 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. Selectboard members often handle the delivery of small amounts of fuel like kerosene and firewood.

The Selectboard extends its gratitude to Jack Shaw and Sons, for providing salted sand for use by Woolwich residents. This winter's freezing and melting has made many walkways and driveways slick.

At Town Meeting in April, we honored long-time Town Meeting moderator John Chapman with the Town's Spirit of America award.

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

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

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

## Planning Board

During 2018 the Planning Board dealt with several land use and zoning items, addressing site plan review due to changes of use, subdivision review and modification, conversion of a residential house into a business, preliminary review of a proposal for a marine mammal rescue facility, a Shoreland Zoning Special Exemption and other miscellaneous land questions.

Of the site plan reviews held in 2018, two involved medical marijuana retail dispensaries. From a site plan perspective, these facilities posed no significant issues. However, the establishment of these facilities raised interest among the residents of Woolwich. Anticipating the eventual need for changes to the Planning (and other) Ordinances and after much discussion amongst the Board, a subcommittee of the Planning Board was established to study this issue. Much information was gathered regarding the underlying state legislation, technical issues, and ordinance development in similar municipalities. Additional guidelines from the state are expected in 2019. Two workshops with the Selectboard were held, and a survey was prepared to obtain a preliminary assessment of the “mind of the town.” While the scope of this topic extends beyond the purview of the Planning Board, we anticipate a significant amount of time in the upcoming year will be devoted to addressing associated land use and zoning issues. Other items on the agenda for the upcoming year include tiny homes, “air bnb” operations, and selective revision of ordinances to provide clarifications or resolve inconsistencies.

Regular meetings are scheduled for the first Monday of each month at 6:30 PM unless the first Monday is a holiday. Meetings are held in the downstairs meeting room at the Town Office (take the elevator to the basement). Agendas and notices of meeting changes/cancellations are posted on the Town Office website by the Friday prior to the scheduled meeting day. Citizen input and participation is encouraged. Please contact the Chairman, Gregg Buczkowski (bucky810847@gmail.com), by Wednesday of the week prior if you have an issue to be included on the agenda. We work closely with our Codes Enforcement Officer (CEO), Bruce Engert (codes@woolwich.us). The CEO is a good initial point of contact for most land use and zoning questions.

Gregg Buczkowski, Chairman

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

## Shellfish Warden

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. The Heal Eddy Soft-shell clam Restoration effort in Georgetown is a fine example, funded by Manomet Center for Conservation Sciences, which is a commercial-scale project to restore clam flats to ecological and economic productivity. This effort has become a great educational tool for surrounding town's shellfish committees and many local school children use it as an extended classroom.

Marine aquaculture is the culture and cultivation of marine animals and algae. Aquaculture provides about 53% of the world's seafood. Nearly 90 percent of the seafood Americans eat is imported from other countries, half of it from aquaculture. One-fifth of the value of U.S. seafood production is from aquaculture. Maine's aquaculture industry raises finfish, shellfish, and seaweed in farms along the coast. The most significant commercial species are Atlantic salmon, blue mussels, and oysters.

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

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

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

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



## **Shellfish Conservation Committee**

For the 2017 /2018 year our main focus was on a collaborative project between the Shellfish committee and the Maine Department of Marine Resources. DMR biologist Denis Nault helped to acquire permits to place out 60 clam seed recruitment boxes to determine if we could capture natural seed sets for enhancement purposes. Our first time results were not as good as we had hoped due to a number of issues. Access to the shore to tend the project was one of our largest obstacles. The area chosen for the first year of the project was out of the need for access. The area would not have been our first choice, but the ability to monitor the project was the largest deciding factor. The results of this project were presented at this year's shellfish focus day at the Maine Fisherman's Forum at the Samoset resort in Rockland. Although the results were poor compared to other similar projects the permits are good for a period of 5 years. This is a process that has been used in several other towns which have had mixed results, but some boxes have captured as many as 6,000 seed clams per box depending partly on the location chosen. We plan to work with DMR again next season to refine our efforts and hopefully determine best practices and location for seed clam recruitment.

Daniel Harrington  
Chairman of The Woolwich Shellfish Committee

## Woolwich Historical Society

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

We welcomed visitors on Sunday afternoons (12-4) during June, July and August and by appointment, and responded to questions requested by email and from our facebook page. We were represented at the Town History Series at the Patten Free Library by Trevor Hunt, head of the Bath Water District - who shared the history of the BWD ... which has a major presence on Nequasset Lake and at the dam.

We are very appreciative to have been the recipients of a significant donation from the "Share the Love" promotion of Subaru of America as Bath Subaru's local charity. That the McElmans chose us was very special. It enabled us to pay off the siding which was installed in 2017, to make some repairs in the barn and house, to purchase more copies of the History of Woolwich book, and to set some aside toward what will be a major project of putting a new foundation under the large shed connected to the house. It also led to our purchasing a display case, now installed in the front area of the Town Office, which has rotating displays of items from the Museum's collections. So far, this has included items from the now closed Woolwich Grange #68 and examples of recreation and leisure time activities of the late 1800s-mid 1900s ... some games being very similar to those enjoyed today. As you go to the Town Office, please look to your left and check out the current display!

We continue to participate with the rest of the Town in Woolwich Day ... selling hot dogs, hamburgers, baked goods, ice cream and lemonade, puzzles and books. As you spring clean - please save the puzzles and books for us!

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

Debbie Locke, President

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

## Nequasset Meeting House

The Meeting House was open for two major events in 2018. As per Town tradition, there were a Veterans Day Service and the Holiday Sing. Both were organized by the Town Special Events Committee and were quite well attended. In addition, the building was opened occasionally for people visiting the Historical Society Museum who were also interested in seeing the inside of the Meeting House. If YOU have never been inside, please make it a point to do so this year!

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

The resurfacing of the old wooden floor in the back of the meeting room was finished - with great thanks to Alan & Janice Greene. It looks wonderful - and is much easier to clean than the old cracked linoleum.

We have been told by our insurance company that work needs to be done on the outside of the building - repainting and fixing some of the siding. This will be costly ... and will likely need to be done one side per year. It is a significant piece of Town history which we would like to see be maintained.

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

Debbie Locke, Committee chair

Sylvia Carlton

Chris Stacy Hallowell

Debbie Locke

Barbara Richards

Pat Shaw

Jason Shaw

## **Monument Committee**

This year the committee wishes to report that both of the town's veteran's monuments at Laurel Grove Cemetery and at Tanner Square are in good condition. It is noted that the plaque on the Tanner Monument will be cleaned and polished this year since the interior moisture problem has been addressed.

An outstanding effort has been made to improve the inappropriate markings on the walls of the tunnel under Route 1 which allows pedestrians to pass under the roadway.

Laura Devin, the Woolwich School's art teacher, has been responsible for the community and school improvement of this area. She secured permission of Superintendent Patrick Manuel of RSU 1 and School Principal Jason Libby, and the help of other staff members at the school, the Woolwich PTA, the Bath Bus Service, Jack Shaw and Sons, Lowe's for paint and supplies, the select board, community members' assistance and most of all the student's art work.

If you haven't visited the tunnel, please do so. On the south wall trees are painted and the younger students added branches (hand prints). On the north wall the older students did a variety of large individual illustrations. As of the last week in October, before the November snows, all art work was in good condition.

The overall upkeep of the Tanner Square Monument is in need of a professional landscaper. Bamboo has started to overtake the shrubs that were originally planted and shrubs need to be trimmed back as they are now overtaking the grass. On the east side of Route 1 between the stairs and the walkway there is need of a general cleaning, weeding, trimming and at least four or five inches of bark mulch which will retard the growth of unwanted weeds. On the east side of Route 1 trimming of shrubs, weeding, and re-barking of the area is in great need.

It is hoped that this year the townspeople at the annual town meeting will raise and appropriate funding to engage a professional landscaper and bring the monument area once again the center of attraction.

Respectfully submitted,  
Woolwich Monument Committee

## Nequasset Park Improvement Committee

The Nequasset Park Improvement Committee (NPIC) received a grant to upgrade the pathway and entrance at the water's edge of the swimming area. An outstanding improvement was done by Shaw's Construction this past summer. New locations were made following the Americans with Disabilities Act of 2004 and 2012 Title Three standards. New regulatory handicap signs were installed as well as a new layer of grass. An ADA compliant pathway was done for wheelchairs.

The NPIC and Town of Woolwich will be applying for another grant to the "Submerged Lands Harbor Management Access" to complete the second part of the project. The original grant was for \$15,000.00 with the Town of Woolwich agreeing to match another \$5,000.00. The second part will entail a railed ramp out to docks for handicapped persons to be able to slide into the water from their wheelchairs.

We admit not all persons can access the water at a regular beach. The cost to advance the area for all age groups would not have been allowed by the Department of Environmental Protection. The Town of Woolwich would need to request a different permit. The Town would have to hire a land engineer company for a new design. The financial cost would be close to \$4,000.00 or more.

Citizens of Woolwich may contact Chair Joan M. Jordan @ 443-9080 or co-chair Sue Whittaker @ 443-1264 for more information.

Respectfully,  
Joan M. Jordan, Chair  
Sue Whittaker, Vice Chair  
Natasha Burns, Note Keeper  
Linda Pots-Crawford

## **Fish Commissioners**

The 2018 Woolwich fishing rights were awarded to Steve Bodge based on his proven experience at Nequasset and his fisheries stewardship. This year's harvest was 1358.5 bushels, an increase of nearly 600 bushels from 2017 and was close in size to the most successful harvests obtained over the last 30 years.

This year the Bath Water District (BWD) and the fish commission undertook to improve the fish ladder performance under all water flows. Since the opening of the new fish ladder, the migrating fish have had difficulty reaching the lake during periods of high lake level and resulting high water flow and have bunched up in the ladder waiting for the flow to decrease. The BWD devised an adjustable upper stage in the ladder to reduce the water flow and improve migration over a wider range of lake levels.

A 2018 physical count of fish into Nequasset Lake was directed by KELT. The count and harvest catch showed favorable correlation and that escapement to the lake was maintaining a sustainable migration based on Maine DMR standards. Scale sample collection to support DMR biological data was also provided as requested.

The result of improved ladder operation was also witnessed later in the summer when the ladder was reopened to let juvenile alewives escape the lake and run to the sea. This release showed a tremendous run of juveniles down the ladder much greater than previously witnessed.

KELT will continue the fish count in 2019 and is encouraging volunteers to assist. The portable safety rail at the counters station on the dam was again installed for the 2018 migration.

The Fish Commission assisted the Select Board with property boundary plots and physical locations around the Fish House and Nequasset dam during the transfer of the so called Town Landing property across Nequasset stream from the Fish House.

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

## Woolwich Community Recreation

Woolwich Community Recreation has almost completed its 4th full year! Our board wants to make sure to give a special thank you to all of our coaches who volunteered during 2018-19 to help make our youth programs run. Many of our coaches are the same people in multiple seasons and Woolwich Rec. cannot expand our programming and opportunities without their *precious* donation of time, energy and enthusiasm!

Another important “thank you” goes out to our local business sponsors and individual donors whose support helps purchase equipment and also contributes to our **scholarship program** that is available to help any family that needs financial assistance with program costs. If you would like to donate to help our Woolwich families “live life better,” you can do so at the Town Office window or in our white drop box in the lobby.

Woolwich Community Recreation continues to grow! This year we added Youth Archery, organized multiple Free Family Swim events, helped host Family Fun Night at WCS, had family outings at Seadogs and Red Claws games, along with hosting a Family Snowshoe Day at Merrymeeting Fields Preserve, free bowling at the Bowling Bowl and a yoga class at Ebb and Flow Yoga.

Our third annual “Woolwich Day BBQ Dinner” in August served many community members a delicious meal while raising donations that will help continue to keep our session costs low. This year we joined forces with the Fire Department to split the work and the profits, and the evening was a great success, even when there were a few sprinkles. The 2018 Soccer season finished with **104 participants** grades K-6th and we culminated the season by hosting a family BBQ to thank our coaches, players and volunteers for another epic season. Basketball was also another fine season with 54 players (grades K-6) and our cheer season is still keeping 40 participants very busy. Tee-ball and baseball seasons are in queue for May and June and we will continue to offer our fabulous Summer Adventure Camp Week again this August. Please look for online registrations for the new seasons at [www.woolwichrec.com](http://www.woolwichrec.com) or Facebook page, **Woolwich Community Recreation**, in the near future to see upcoming events and family offerings.

Thanks again for supporting Woolwich Community Recreation!

Sincerely, WCR Board Members

Dena Bachman, Kelsie Tardif, Brandon Cahill, Leslie Gallant, Greg Smith, Beth Harrington





## Special Events Committee

The Special Events Committee is excited to welcome several new members. We're looking forward to building community spirit and promoting pride among the residents of the Town of Woolwich in the coming year!

Woolwich Day, held on the first Saturday in August, has traditionally been the committee's most ambitious undertaking, with much assistance from the Woolwich Historical Society, the Woolwich Fire Department and many, many volunteers. Last year saw the First Annual Nequasset Paddle, which was well received and will be a keeper for the foreseeable future. Sadly, Woolwich Day attendance has been waning in recent years and all involved are brainstorming ways to change and freshen things up a bit. Please stay tuned for new developments!

The Veterans Day service, held at the Nequasset Meeting House, on November 11<sup>th</sup> at 2:00, was an opportunity for townspeople to remember and honor all veterans for their service to our country. Woolwich resident, Read Armstrong, our guest speaker, served in the U.S. Army in the Aviation Platoon of the 1<sup>st</sup> Brigade, 1<sup>st</sup> Cavalry Division in Tay Ninh, Republic of Vietnam as a Warrant Officer Helicopter Pilot. He related the hardships and turmoil of the Vietnam experience and shared how very difficult the reception for troops was upon returning home. Music was graciously provided by the Montsweagers and by Doug Protsik and Sharon Pyne.

The Town's 26<sup>th</sup> Annual Tree Lighting and Yule Sing, held on Sunday, December 3<sup>rd</sup>, opened with cookie decorating in the Town Office. Inside the Nequasset Meeting House, the Christmas tree was lit by this year's honored guests, John and Edna Kennedy. A festive time was had by all, singing holiday songs and enjoying music and vocals by the Montsweagers, Doug Protsik and Sharon Pyne and Rina Van Valkenburgh. Olive Beeton, Lilly Pomerleau and Lily Wright sang a lovely rendition of "Do You Hear What I Hear?". Selectboard Chair David King and Fire Chief Mike Demers each extended best wishes to the audience for a joyful and safe holiday season. Youngsters gathered in anticipation to hear Ann Pierson's reading of *'Twas the Night Before Christmas*, despite some curious sounds coming from the roof. Lo and behold, Santa made a grand entrance, to the delight of all! As winter is most keenly felt during the holidays, a table was located at the entrance for guests to leave non-perishable food items for the Bath Area Food Bank. A huge thank you to all who contributed!

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

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

## Public Communications Committee

The major responsibilities of the Communications Committee include the Town's newsletter, website, Facebook page, and cable television. We produced only two newsletters this past year, but we managed to cover the November election, the pedestrian tunnel art project, updates from Woolwich Fire/EMS, alewife counting, the new LED Town sign, Woolwich Recreation, solar panels, and recycling. We try to be informative and timely so that it can be helpful to residents. The newsletter appears electronically on the website 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 553 followers and 555 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 approximately 190 visits (including human and robotic searches) to the site each day. Please send reports of website errors to [website@woolwich.us](mailto:website@woolwich.us). Please send notices you'd like posted to Kim Dalton, the Town administrator, [administrator@woolwich.us](mailto:administrator@woolwich.us).

Speaking of which, our long-time friend and volunteer, J. Collins, is retiring his oversight and ownership of the website so the Committee is hard at work developing a new plan going forward. Please let us know what you'd like to see in a new website.

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

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  
Tommy Davis  
Rebecca Roche  
Caelie Smith  
Barry Todd

## Solid Waste and Recycling Committee

The Town entered into a multi-year contract with ecoMaine and Riverside Disposal. After implementing a program to reject contaminants to avoid an extra fee, our curbside recycling is considered clean! Let's make sure more recyclable material finds its way to the curb every other Monday.

Of the 901.55 tons of trash we can conservatively assume that at least 25% of it was recyclables, which equals about 225.29 tons of recycling that people threw into their trash. If you multiply that by \$7.09 which is the difference that it costs the town in MSW tipping fees vs. RCY tipping fees, the town could have saved approximately **\$1,597.31**. If you multiply that out for the 20 years of the contract, that's **\$31,946.12** saved just by people putting their recyclables in the recycling instead of the trash.

Questions? Get in touch!      ecomaine: 207-773-1738 or [info@ecomaine.org](mailto:info@ecomaine.org)  
 Town of Woolwich: 207-442-7094 or [administrator@woolwich.us](mailto:administrator@woolwich.us)

The Committee meets when there is business to attend to on the 3rd Wednesday of each month at 7:00 p.m. and all are welcome to attend. More info is available from Jonathan Appleyard, Chair, at [jonathanappleyard@gmail.com](mailto:jonathanappleyard@gmail.com) or at: [www.woolwich.us](http://www.woolwich.us).

Respectfully submitted  
 The Woolwich Solid Waste and  
 Recycling Committee

### ***Trash and Recycling Comparison:***

Year	RECYCLING		TRASH
2016	Total Tons	228.65	811.71
2017	Total Tons	233.78	870.22
2018	Total Tons	234.71	901.55

**Get your Backyard Composting**

**Supplies While Supplies Last!!!**

**City of Bath Compost Bin Sale**

**Pick up your pre-ordered compost**

**bin and /or supplies starting**

**June 10, 2019 Monday - Friday**

**8:00am – 3:00pm.**

**For More Information, please contact**

**Amanda Belanger: Tel 207-443-8356**

**or [abelanger@cityofbath.com](mailto:abelanger@cityofbath.com)**

### **Electronic Collection Day**

***A Public Service Event***

***by the Bath Rotary Club***

***Saturday, May 11, 2019***

***8 AM - Noon***

***Morse High School Parking Lot***

**TV's, Laptops, Projectors, Stereos,**

**Tape Players, Speakers, Printers, Copiers,**

**Microwaves, Air Conditioners, Monitors,**

**Keyboards, and much more**

**FMI: <https://bathrotary.org/event/e-waste-collection/>**



## Patten Free Library

On behalf of the Board, Corporators, and Staff of the Patten Free Library, thank you to the Town of Woolwich for making the Patten Free Library *your* library. Your support of the library in 2017-18 has enabled:

**160,041** people to visit the Library  
**129,142** total items to be borrowed  
**25,888** items to be borrowed and loaned through interlibrary loan  
**13,465** people to use the public computers  
**9,159** reference questions to be answered  
**7,283** eBooks and audiobooks to be borrowed  
**5,322** items to be added to the collection  
**3,732** people to participate in **283** children's programs  
**1,458** people to attend **57** adult programs  
**1,848** young adults to participate in **169** programs  
**522** children to participate in the Summer Reading Program  
**51** 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 2017-18 include:

- ❖ The 14<sup>th</sup> Annual Town History Series, featuring Woolwich: "A History of the Regional Water Supply and the Development of Nequasset Lake as a Source" presented by Trevor Hunt
- ❖ *On the Farm with Charlotte & Wilbur* children's summer reading program with 522 participants; 134 of them from Woolwich
- ❖ First grade visit with Woolwich Central School; 33 students attending with 28 new library cards issued
- ❖ Renovation project completed in the fall of 2018, funded by grants and private donations, to create a new young adult space and group study room
- ❖ *Books on the Bus* - Partnership with RSU1 to provide bus seat covers and books for 5 Woolwich school buses to support literacy and a love of reading

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.

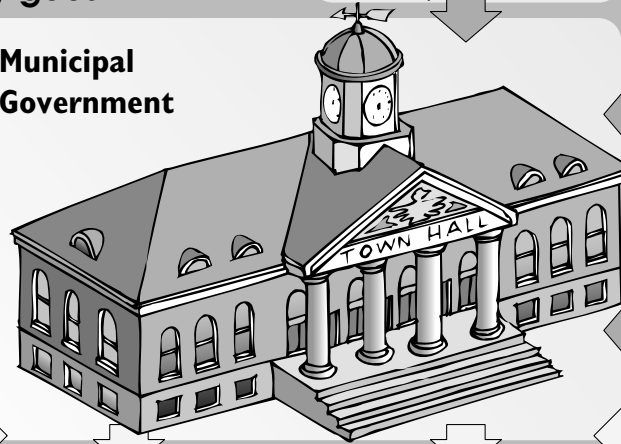
This poster shows the many services provided by local government in towns and cities in Maine.

It also shows how the town or city collects money to pay for the services.

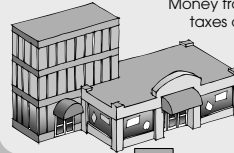
## Citizen Involvement

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.

## Municipal Government



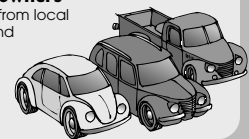
**From businesses**  
Money from local taxes and fees



**From people and homes**  
Money from local taxes and fees



**From car and truck owners**  
Money from local taxes and fees

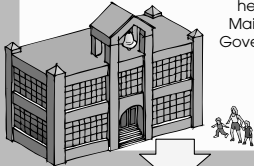


**From state and federal government**  
Money from state and federal taxes



### Schools

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



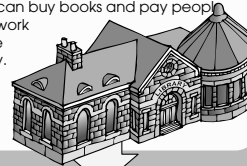
### Police Department

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.



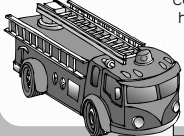
### Parks and Recreation

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.



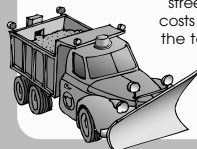
### Fire Department

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**

### **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 took back to the District any concerns and issues that the Select Board and town might have. The Select Board was advised as to the special projects being undertaken by the District to include preparing the Fish Ladder for the season, weather information and forest harvesting projects, Friends of Nequasset, the Nequasset Lake trail projects and upgrades to the distribution system in the town of Woolwich.

### **Bath Water District Activities**

Coordinated with the Woolwich Events Committee for the Nequasset Lake paddle event which occurred over Woolwich Days. The District would like to help with this program in 2019.

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

In order to make the water treatment plant, located adjacent to Nequasset Lake, more efficient, a third filtration bed will be installed in 2019. This will include an expansion of the building and construction of the new bed. The planning and initial financing for the \$3.3 million expansion to the water treatment plant planning has been proposed with the construction to start around September of 2019.

The District assisted with water system and fire protection design and instillation for the new Morse high school.

Nequasset Lake Dam repair proposal was reviewed and a repair schedule was set.

The Bath Water District continued to do system upgrades and long range planning in order to keep the distribution system and facilities operating at peak efficiency. The long term objective is to mitigate leaks and problem areas within the system by replacing old pipes and increasing the efficiency of the distribution system. One example of an upgrade project is the replacement of service lines under Commercial Street in Bath.

Efforts continued in testing the electronic meter reading system. The system is up and running and recently installed antennas are able to receive readings from all the District's meters including Woolwich. Going forward the meter reading and customer bills will become an office function, freeing up employees for other projects.

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



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

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

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

The District continued to work on and upgraded the system interconnection between the District and the Brunswick/Topsham Water District. This ensures that both Districts have a continuous supply of water.

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

The Fish Ladder was upgraded by the District for the season with the fish arriving the third week in May. The Alewife production for 2018 was above average for the season. The fish count was conducted by volunteers coordinated by Kennebec Estuary Land Trust.

#### **Nequasset Lake Trail System**

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

#### **Nequasset Lake data**

The map showing the depths of Nequasset Lake is posted on the town’s Website and in the town office. This map can also be enlarged and downloaded from the District’s Website. The lake weather data is updated periodically and is available at the town boat launch or from the District. The ice out date was officially recorded as April 14, 2018.

#### **Forest Projects**

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

Respectfully submitted,

Michael Sinton

Trustee to the Bath Water District from Woolwich

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

Board of Selectmen  
Town of Woolwich  
Woolwich, Maine

We have audited the accompanying financial statements of the governmental activities and each major fund of the Town of Woolwich, as of and for the years ended June 30, 2018 and 2017, 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, 2018 and 2017, and the respective changes in financial position, and where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters***Required Supplementary Information*

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

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

#### *Other Information*

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

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

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

Bath, Maine  
September 4, 2018

### **TOWN OF WOOLWICH MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A) FISCAL YEAR JULY 1, 2017 THROUGH JUNE 30, 2018**

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, 2017 through June 30, 2018. This is the Town of Woolwich's fifteenth 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 \$3,355,829.64.
2. The Town's total ending fund balance for all governmental funds combined was \$1,735,650.90 on June 30, 2018.
3. The Undesignated Unreserved Fund Balance (Surplus) is \$1,446,297.49 on June 30, 2018. This is an increase of \$13,583.83 from the previous fiscal year.

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

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

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

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

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

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

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

### **Fund Financial Statements**

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

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

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

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

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

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

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

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

### **TOWN OF WOOLWICH FINANCIAL ANALYSIS**

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

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

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

The *general fund* balance started at \$1,432,713.66 on July 1<sup>st</sup>, unexpended funds lapsing to surplus totaled \$1,041,249.36; Town meetings withdrawal of \$1,000,000.00; a decrease in deferred tax revenue of \$24,856.97; and \$52,522.50 used for additional spending, leaving a balance of \$1,446,297.49 at June 30, 2018.

**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 2018 to consider and review the budget for fiscal year 2019. 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 April 28, 2018. Town Meeting approved the proposed budget that was presented by the Board of Selectmen for fiscal year 2019 in the amount of \$1,711,968.00. This budget was an increase of \$142,946.00 over the FY18 budget.

**Budgets and Budgetary Accounting:** The following is a comparison of the actual expenditures for 2013-2018:

	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 Actual
Compensatory Time	\$ 395	\$	\$	\$	\$ 2,400	\$ 2,400	\$
Town Officers	\$ 37,098	\$ 36,450	\$ 35,854	\$ 35,834	\$ 41,348	\$ 19,450	\$ 40,775
Tax Coll/Dep Clerk	\$ 34,528	\$ 35,115	\$ 29,611	\$ 32,158	\$ 34,156	\$ 33,536	\$ 31,758
Town Administrator	\$ 43,623	\$ 44,365	\$ 45,031	\$ 45,797	\$ 47,801	\$ 45,934	\$ 39,450
Town Clerk/Dep TC	\$ 29,743	\$ 32,391	\$ 32,877	\$ 33,436	\$ 33,436	\$ 33,583	\$ 24,034
Codes Officer	\$ 22,399	\$ 22,399	\$ 22,735	\$ 23,122	\$ 23,122	\$ 26,000	\$ 26,000
Health Insurance	\$ 29,062	\$ 29,860	\$ 31,578	\$ 32,067	\$ 29,171	\$ 35,000	\$ 31,784
Social Security	\$ 16,270	\$ 16,938	\$ 16,601	\$ 16,861	\$ 18,400	\$ 19,800	\$ 18,101
Workers Comp.	\$ 8,331	\$ 7,588	\$ 5,623	\$ 8,956	\$ 12,725	\$ 12,000	\$ 13,947
Unemployment Comp	\$ 829	\$ 695	\$ 889	\$ 567	\$ 582	\$ 1,000	\$ 591
Auditor	\$ 8,600	\$ 8,700	\$ 8,700	\$ 8,700	\$ 8,700	\$ 8,700	\$ 8,700
Town Report	\$ 2,218	\$ 2,265	\$ 2,265	\$ 2,330	\$	\$ 2,400	\$ 2,529
Contingency Fund	\$ 4,772	\$ 10,025	\$ 1,466	\$ 3,844	\$ 10,000	\$ 10,284	\$ 7,733
Insurance	\$ 18,093	\$ 19,197	\$ 20,476	\$ 20,563	\$ 19,293	\$ 22,157	\$ 18,876
Litigation	\$ 7,343	\$ 17,541	\$ 3,544	\$ 6,095	\$ 2,028	\$ 11,000	\$ 5,600
Board of Appeals	\$	\$	\$	\$ 55	\$	\$ 100	\$
Planning Board	\$ 367	\$ 216	\$ 573	\$ 55	\$ 90	\$ 2,910	\$ 140
Plant Operations	\$ 23,341	\$ 29,209	\$ 26,819	\$ 28,594	\$ 27,517	\$ 36,642	\$ 35,036
Municipal Build Fund	\$ 33,645	\$ 283,756	\$ 56,129	\$ 8,504	\$ 9,562	\$ 1,111	\$ 1,111
Maine Municip Assn	\$ 3,563	\$ 3,674	\$ 3,690	\$ 3,850	\$ 3,988	\$ 4,116	\$ 4,116
Assessing Agent	\$ 19,200	\$ 19,500	\$ 19,800	\$ 20,100	\$ 20,100	\$ 26,100	\$ 26,100
Office Operations	\$ 31,073	\$ 32,688	\$ 31,332	\$ 35,112	\$ 40,255	\$ 37,650	\$ 42,998
Computer Replace	\$ 6,124	\$ 833	\$ 721	\$	\$ 5,210	\$ 2,790	\$ 1,941
Property Tax Maps	\$ 2,200	\$ 4,000	\$	\$ 2,500	\$	\$ 5,500	\$
Cable TV Committee	\$	\$ 1,223	\$ 87	\$ 165	\$ 186	\$ 1,592	\$ 247
Historic Preservation	\$ 1,300	\$ 1,000	\$ 1,100	\$	\$ 1,031	\$ 960	\$
County Tax	\$ 651,265	\$ 680,692	\$ 684,077	\$ 694,311	\$ 700,128	\$ 720,096	\$ 720,096
Roads & Bridges	\$ 59,901	\$ 60,440	\$ 49,479	\$ 62,619	\$ 67,683	\$ 108,950	\$ 106,658
Snow Removal	\$ 389,716	\$ 401,520	\$ 413,568	\$ 413,418	\$ 413,510	\$ 422,019	\$ 422,074
Tar Account	\$ 159,259	\$ 141,852	\$ 136,119	\$ 169,172	\$ 145,086	\$ 172,115	\$ 153,469

	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 Actual
Street Signs	\$ 2,156	\$ 646	\$ 1,238	\$ 683	\$ 987	\$ 2,646	\$ 2,550
Generator	\$	\$ 690	\$ 320	\$ 195	\$	\$ 485	\$
Animal Control	\$ 6,109	\$ 6,000	\$ 6,000	\$ 6,007	\$ 6,002	\$ 6,886	\$ 6,000
Health Officer Cont	\$ 100	\$	\$	\$	\$ 375	\$ 500	\$ 85
Emergency Managmnt	\$ 1,336	\$ 600	\$ 1,082	\$ 900	\$ 300	\$ 8,476	\$ 2,853
Fire Department	\$ 82,050	\$ 70,647	\$ 76,697	\$ 77,109	\$ 114,696	\$ 486,341	\$ 465,703
Fire Dept Inocul.	\$ 1,615	\$ 2,030	\$ 627	\$ 1,772	\$ 1,920	\$ 2,500	\$ 1,927
Dry Hydrants	\$	\$ 256	\$	\$	\$	\$ 2,180	\$ 250
Hydrants	\$ 31,382	\$ 31,383	\$ 33,254	\$ 35,672	\$ 36,959	\$ 40,204	\$ 40,204
Fire Dept Grants	\$	\$ 2,000	\$	\$	\$	\$	\$
Fire Dept Hose	\$ 2,715	\$ 2,520	\$	\$ 1,363	\$ 2,381	\$ 2,000	\$ 1,392
Street Lights	\$ 4,100	\$ 4,238	\$ 4,355	\$ 3,982	\$ 4,603	\$ 4,500	\$ 4,378
E911	\$	\$ 16	\$ 84	\$ 71	\$ 37	\$ 150	\$ 17
Fire Clothing	\$ 6,964	\$ 7,330	\$ 9,031	\$ 9,105	\$ 13,814	\$ 10,500	\$ 10,821
Air Packs	\$	\$	\$	\$ 8,715	\$	\$ 5,000	\$
Vehicle Replace	\$	\$ 75,000	\$	\$	\$	\$	\$
Fire Dept Computer	\$ 800	\$	\$	\$	\$	\$	\$
Fire Dept Gift	\$	\$ 520	\$	\$	\$	\$	\$
Ambulance	\$ 2,500	\$	\$	\$ 27,000	\$	\$	\$
Septic Systems	\$	\$	\$	\$	\$	\$ 16,873	\$
Solid Waste	\$ 250,738	\$ 253,104	\$ 254,723	\$ 279,792	\$ 176,929	\$ 192,548	\$ 162,923

Sanitary Landfill	\$ 9,700	\$ 6,798	\$ 2,300	\$ 5,500	\$ 9,250	\$ 5,700	\$ 1,050
General Assistance	\$ 3,761	\$ 3,620	\$ 2,140	\$ 794	\$	\$ 8,200	\$ 1,070
Fishway	\$ 21,019	\$ 210	\$ 33,853	\$ 1,676	\$ 297	\$ 66,970	\$ 7,128
Woolwich EMS	\$ 42,578	\$ 36,983	\$ 49,385	\$ 44,949	\$ 43,733	\$ 46,465	\$ 45,903
Patten Free Lib	\$ 49,203	\$ 49,203	\$ 49,203	\$ 50,688	\$ 52,224	\$ 53,268	\$ 53,268
Misc Donations	\$ 32,002	\$ 22,002	\$ 21,502	\$ 22,502	\$ 15,602	\$ 19,627	\$ 19,627
Nequasset Church	\$ 1,478	\$ 792	\$ 363	\$ 350	\$ 338	\$ 4,606	\$ 2,431
Shellfish	\$ 3,286	\$ 1,532	\$ 1,421	\$ 1,737	\$ 2,511	\$ 3,064	\$ 1,326
Nequasset Trail Brk	\$ 400	\$ 400	\$ 400	\$ 400	\$ 2,195	\$ 801	\$ 400
Recreation Comm	\$ 1,429	\$ 2,420	\$ 3,389	\$ 2,568	\$ 8,036	\$ 23,270	\$ 7,584
Animal Shelter	\$ 3,963	\$ 3,963	\$ 3,963	\$ 3,963	\$ 3,994	\$ 3,994	\$ 3,994
Veterans Monument	\$ 1,604	\$ 1,560	\$ 1,645	\$ 1,916	\$ 1,935	\$ 2,500	\$ 2,785
Town Clock	\$	\$ 550	\$	\$	\$	\$ 1,154	\$

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

2008- 2009	2009- 2010	2010- 2011	2011- 2012	2012- 2013	2013- 2014	2014- 2015	2015- 2016	2016- 2017	2017- 2018
11.65	11.55	12.25	12.50	12.80	13.80	14.30	14.20	14.20	14.40

**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	2017	2018
Municipal Buildings Reserve	\$ 73,099	\$ 56,134	\$ 39,397	\$ 30,952	\$ 21,443	\$ 20,367
Emergency Services Reserve	\$ 112,137	\$ 37,248	\$ 37,304	\$ 10,318	\$ 26,152	\$ 36,897
Old Town House Reserve	\$ 3,701	\$ 3,707	\$ 3,713	\$ 3,450	\$ 2,266	\$ 2,009
Septic Reserve	\$ 14,493	\$ 14,515	\$ 14,537	\$ 14,558	\$ 14,580	\$ 14,602
Generator Reserve	\$ 10,687	\$ 11,504	\$	\$	\$ 2,002	\$ 3,005
Elevator Reserve	\$	\$	\$	\$	\$ 1,001	\$ 2,003

**Long Term Debt:** The Town of Woolwich's long-term debt outstanding at fiscal year-end totals \$448,200.00, a increase of \$283,200.00 from fiscal year 2017. 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 town office staff are pleased to report this year that tax collections were significantly higher from previous years due to the diligent work of Town office staff. Town office staff are also pleased to have a strong surplus this year despite multiple changes in staff. The Town office staff works hard at keeping costs down, working efficiently and maintaining a high level of customer service for the Town of Woolwich residents.

**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,  
Katharine Johnston  
Town Administrator



Exhibit A

TOWN OF WOOLWICH  
STATEMENTS OF NET POSITION  
JUNE 30, 2018 AND 2017

	2018	2017
<b>ASSETS</b>		
<b>CURRENT ASSETS:</b>		
Cash (Note B)	\$ 1,299,038.70	\$ 1,198,073.43
Accounts Receivable (Note C)	38,215.57	30,189.37
Taxes Receivable	140,553.81	234,040.73
Tax Liens	53,902.65	72,432.75
Tax Acquired Property	5,765.96	21,224.20
Investments (Note B)	357,586.13	350,289.02
Prepaid Expenses	850.00	850.00
Due From Other Funds	2,700.00	10,751.80
Total Current Assets	<u>\$ 1,898,612.82</u>	<u>\$ 1,917,851.30</u>
<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	1,411,066.81	1,065,087.81
Infrastructure	3,686,404.72	3,686,404.72
Total Property, Plant, and Equipment	<u>\$ 6,286,236.53</u>	<u>\$ 5,940,257.53</u>
Less: Accumulated Depreciation	<u>4,366,204.00</u>	<u>4,176,998.00</u>
Net Property, Plant, and Equipment	<u>\$ 1,920,032.53</u>	<u>\$ 1,763,259.53</u>
Total Assets	<u><u>\$ 3,818,645.35</u></u>	<u><u>\$ 3,681,110.83</u></u>
<b>LIABILITIES AND NET POSITION</b>		
<b>CURRENT LIABILITIES:</b>		
Notes Payable (Note D)	\$ 64,800.00	\$ 30,000.00
Accounts Payable - Trade	896.55	33,875.71
Due To Other Funds	2,700.00	10,751.80
Deferred Revenue (Note G)	11,019.16	13,671.80
Total Current Liabilities	<u>\$ 79,415.71</u>	<u>\$ 88,299.31</u>
<b>LONG-TERM LIABILITIES:</b>		
Notes Payable - Net of Current Portion	383,400.00	135,000.00
Total Liabilities	<u>\$ 462,815.71</u>	<u>\$ 223,299.31</u>
<b>NET POSITION:</b>		
Net Invested in Capital Assets	\$ 1,471,832.53	\$ 1,598,259.53
Restricted for:		
Capital Projects	78,883.89	67,443.50
Other Purposes (Note F)	210,469.52	186,191.65
Unrestricted	1,594,643.70	1,605,916.84
Total Net Position	<u>\$ 3,355,829.64</u>	<u>\$ 3,457,811.52</u>
Total Liabilities and Net Position	<u><u>\$ 3,818,645.35</u></u>	<u><u>\$ 3,681,110.83</u></u>

The accompanying notes are an integral part of the financial statements



Exhibit B

TOWN OF WOOLWICH  
STATEMENTS OF ACTIVITIES  
FOR THE YEARS ENDED JUNE 30, 2018 AND 2017

FUNCTIONS/PROGRAMS	EXPENSES	PROGRAM REVENUES		NET (EXPENSE) REVENUE AND CHANGE IN NET POSITION	
		CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	2018 TOTAL	2017 TOTAL
Primary Government:					
Governmental Activities:					
General Government	\$ 424,728.27	\$ 112,436.53	\$ 97,297.00	\$ (214,994.74)	\$ (224,419.44)
Health and Welfare	174,372.21	19,799.87		(154,572.34)	(173,507.50)
Highways and Bridges	795,800.72	5,489.61	62,000.00	(728,311.11)	(548,276.79)
Education	4,049,825.00			(4,049,825.00)	(3,885,107.00)
County Tax Assessment	720,096.00			(720,096.00)	(700,128.14)
Public Safety	290,192.97	16,679.52	7,000.00	(266,513.45)	(232,929.59)
Unclassified	85,164.44	11,076.02		(74,088.42)	(76,587.27)
Municipal Building Interest Expense	8,953.87			(8,953.87)	(7,778.65)
Total Primary Government	<u>\$ 6,549,133.48</u>	<u>\$ 165,481.55</u>	<u>\$ 166,297.00</u>	<u>\$ (6,217,354.93)</u>	<u>\$ (5,848,734.38)</u>
General Revenues:					
Taxes:					
Property Taxes				\$ 5,082,567.27	\$ 4,986,619.68
Homestead Reimbursement				109,099.62	80,072.38
Excise Taxes				694,729.93	685,011.30
Intergovernmental				108,236.98	123,516.00
Interest and Investment Earnings				52,039.25	44,768.78
Gain on Sale of Assets				10,334.00	
Refund of Excess State Funding from RSU #1				58,366.00	
Total General Revenues				<u>\$ 6,115,373.05</u>	<u>\$ 5,919,988.14</u>
Changes in Net Position					
Net Position, July 1				\$ (101,981.88)	\$ 71,253.76
Net Position, June 30				<u>3,457,811.52</u>	<u>3,386,557.76</u>
				<u>\$ 3,355,829.64</u>	<u>\$ 3,457,811.52</u>

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, 2018 AND 2017

	<u>2018</u>	<u>2017</u>
GOVERNMENTAL FUND BALANCES:		
Restricted for:		
Capital Projects (Schedule A-14)	\$ 78,883.89	\$ 67,443.50
Other Purposes (Schedule A-4)	210,469.52	186,191.65
Unrestricted (Schedule A-3)	1,446,297.49	1,432,713.66
Total Governmental Fund Balances (Exhibit E)	<u>\$ 1,735,650.90</u>	<u>\$ 1,686,348.81</u>
Amounts reported for governmental activities in the Statements of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	1,920,032.53	1,763,259.53
Notes payable are not due and payable in the current period and therefore are not reported in the funds.	(448,200.00)	(165,000.00)
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.	148,346.21	173,203.18
Net Position of Governmental Activities (Exhibit A)	<u><u>\$ 3,355,829.64</u></u>	<u><u>\$ 3,457,811.52</u></u>

The accompanying notes are an integral part of the financial statements

## Exhibit D

TOWN OF WOOLWICH  
 RECONCILIATION OF THE STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES IN  
 FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENTS OF ACTIVITIES  
 FOR THE YEARS ENDED JUNE 30, 2018 AND 2017

	<u>2018</u>	<u>2017</u>
Net Change in Fund Balances - Total Governmental Funds (Exhibit F)	\$ 49,302.09	\$ 128,707.86
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).	157,139.00	(39,224.00)
Repayment of debt is an expenditure in the governmental funds, but the repayment reduces liabilities in the Statements of Net Position.	64,800.00	30,000.00
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.	(366.00)	
Proceeds of loans are revenue in the governmental funds, but the receipt of funds increases liabilities in the Statement of Net Position.	(348,000.00)	
Property taxes are deferred in the fund financial statements, but in the government-wide financial statements they are recorded as income the year they are assessed.	(24,856.97)	(48,230.10)
Changes in Net Position of Governmental Activities (Exhibit B)	<u>\$ (101,981.88)</u>	<u>\$ 71,253.76</u>

The accompanying notes are an integral part of the financial statements

Exhibit E

TOWN OF WOOLWICH  
BALANCE SHEETS - GOVERNMENTAL FUNDS  
JUNE 30, 2018 AND 2017

	GOVERNMENTAL FUND TYPES		2018 TOTAL	2017 TOTAL
	GENERAL	CAPITAL PROJECTS		
ASSETS:				
Cash (Note B)	\$ 1,222,854.81	\$ 76,183.89	\$ 1,299,038.70	\$ 1,198,073.43
Taxes Receivable	140,553.81		140,553.81	234,040.73
Tax Liens	53,902.65		53,902.65	72,432.75
Tax Acquired Property	5,765.96		5,765.96	21,224.20
Accounts Receivable (Note C)	38,215.57		38,215.57	30,189.37
Due From Other Funds		2,700.00	2,700.00	10,751.80
Investments (Note B)	357,586.13		357,586.13	350,289.02
Prepaid Expense	850.00		850.00	850.00
Total Assets	<u>\$ 1,819,728.93</u>	<u>\$ 78,883.89</u>	<u>\$ 1,898,612.82</u>	<u>\$ 1,917,851.30</u>
LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE:				
Liabilities:				
Accounts Payable	\$ 896.55	\$ -	\$ 896.55	\$ 33,875.71
Due To Other Funds	2,700.00		2,700.00	10,751.80
Total Liabilities	<u>\$ 3,596.55</u>	<u>\$ -</u>	<u>\$ 3,596.55</u>	<u>\$ 44,627.51</u>
Deferred Inflows:				
Deferred Revenue (Note G)	\$ 11,019.16	\$ -	\$ 11,019.16	\$ 13,671.80
Deferred Tax Revenue (Note H)	148,346.21		148,346.21	173,203.18
Total Deferred Inflows	<u>\$ 159,365.37</u>	<u>\$ -</u>	<u>\$ 159,365.37</u>	<u>\$ 186,874.98</u>
Fund Balance:				
Committed for Capital Projects	\$ -	\$ 78,883.89	\$ 78,883.89	\$ 67,443.50
Assigned for Other Purposes (Note F)	210,469.52		210,469.52	186,191.65
Unassigned	1,446,297.49		1,446,297.49	1,432,713.66
Total Fund Balance	<u>\$ 1,656,767.01</u>	<u>\$ 78,883.89</u>	<u>\$ 1,735,650.90</u>	<u>\$ 1,686,348.81</u>
Total Liabilities, Deferred Inflows, and Fund Balance	<u>\$ 1,819,728.93</u>	<u>\$ 78,883.89</u>	<u>\$ 1,898,612.82</u>	<u>\$ 1,917,851.30</u>

The accompanying notes are an integral part of the financial statements

Exhibit F

TOWN OF WOOLWICH  
STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES IN FUND  
BALANCES - GOVERNMENTAL FUNDS  
FOR THE YEARS ENDED JUNE 30, 2018 AND 2017

	GOVERNMENTAL FUNDS		2018	2017
	GENERAL	CAPITAL PROJECTS	TOTAL	TOTAL
REVENUES:				
Intergovernmental Revenue	\$ 108,236.98	\$ -	\$ 108,236.98	\$ 123,516.00
Homestead Reimbursement	109,099.62		109,099.62	80,072.38
Property Taxes	5,107,424.24		5,107,424.24	5,034,849.78
Excise Tax	694,729.93		694,729.93	685,011.30
General Government	209,733.53		209,733.53	206,219.95
Protection	34,379.52		34,379.52	30,148.91
Health and Welfare	19,799.87		19,799.87	15,742.82
Interest	51,927.60	111.65	52,039.25	44,768.78
Highways and Bridges	67,489.61		67,489.61	62,682.45
Unclassified	3,076.02	8,000.00	11,076.02	1,550.00
Total Revenues	\$ 6,405,896.92	\$ 8,111.65	\$ 6,414,008.57	\$ 6,284,562.37
EXPENDITURES:				
Education	\$ 4,049,825.00	\$ -	\$ 4,049,825.00	\$ 3,885,107.00
General Government	397,752.91		397,752.91	403,963.72
Highways and Bridges	684,749.72		684,749.72	627,266.24
Protection	579,546.97		579,546.97	229,095.50
Health and Welfare	174,372.21		174,372.21	189,250.32
Unclassified	85,164.44		85,164.44	78,137.27
Special Assessments	720,096.00		720,096.00	700,128.14
Interest	5,811.36		5,811.36	5,127.67
Municipal Building Loan	73,753.87		73,753.87	37,778.65
Total Expenditures	\$ 6,771,072.48	\$ -	\$ 6,771,072.48	\$ 6,155,854.51
Excess of Revenues Over (Under) Expenditures	\$ (365,175.56)	\$ 8,111.65	\$ (357,063.91)	\$ 128,707.86
OTHER FINANCING SOURCES (USES):				
Operating Transfers - In	\$ 1,371.26	\$ 4,700.00	\$ 6,071.26	\$ 29,558.56
Operating Transfers - Out	(4,700.00)	(1,371.26)	(6,071.26)	(29,558.56)
Loan Proceeds	348,000.00		348,000.00	
Refund of Excess State Funding from RSU #1	58,366.00		58,366.00	
Total Other Financing Sources (Uses)	\$ 403,037.26	\$ 3,328.74	\$ 406,366.00	\$ -
Excess of Revenues and Other Sources Over Expenditures and Other Uses	\$ 37,861.70	\$ 11,440.39	\$ 49,302.09	\$ 128,707.86
Fund Balance, July 1	1,618,905.31	67,443.50	1,686,348.81	1,557,640.95
Fund Balance, June 30	\$ 1,656,767.01	\$ 78,883.89	\$ 1,735,650.90	\$ 1,686,348.81

The accompanying notes are an integral part of the financial statements

Exhibit G

TOWN OF WOOLWICH  
STATEMENTS OF FIDUCIARY NET POSITION  
NONSPENDABLE TRUST FUNDS - CEMETERY TRUST FUNDS  
JUNE 30, 2018 AND 2017

	2018	2017
ASSETS:		
Cash	\$ 12,584.63	\$ 12,567.31
LIABILITIES	\$ -	\$ -
NET POSITION:		
Restricted for Principal	\$ 9,931.68	\$ 9,931.68
Unrestricted	2,652.95	2,635.63
Total Net Position	\$ 12,584.63	\$ 12,567.31
Total Liabilities and Net Position	\$ 12,584.63	\$ 12,567.31

Exhibit H

STATEMENTS OF CHANGES IN FIDUCIARY NET POSITION  
NONSPENDABLE TRUST FUNDS - CEMETERY TRUST FUNDS  
FOR THE YEARS ENDED JUNE 30, 2018 AND 2017

	2018	2017
REVENUES:		
Interest	\$ 17.32	\$ 17.42
EXPENDITURES		115.00
Change in Net Position	\$ 17.32	\$ (97.58)
Net Position, July 1	12,567.31	12,664.89
Net Position, June 30	\$ 12,584.63	\$ 12,567.31

Exhibit I

STATEMENTS OF CASH FLOWS  
FIDUCIARY FUND TYPE - NONSPENDABLE TRUST FUNDS  
CEMETERY TRUST FUNDS  
FOR THE YEARS ENDED JUNE 30, 2018 AND 2017

	2018	2017
CASH FLOWS FROM OPERATING ACTIVITIES:		
Interest Income	\$ 17.32	\$ 17.42
Expenditures		(115.00)
Net Cash Provided by (Used in) Operating Activities	\$ 17.32	\$ (97.58)
The accompanying notes are an integral part of the financial statements	12,567.31	12,664.89
Cash Balance, June 30	\$ 12,584.63	\$ 12,567.31

TOWN OF WOOLWICH  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2018

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

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

1. Financial Reporting Entity

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

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

2. Basic Financial Statements - Government-Wide Statements

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

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

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 agents. Statutes authorize the Treasurer of the Town, as directed by the municipal officers, to invest all municipal funds, including reserve and trust funds, to the extent that the terms of the instrument, order, or article creating the fund do not prohibit the investment, in financial institutions as described in Section 5706 MRSA and securities as described in Sections 5711 through 5717 MRSA.

- 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 employs terminology and classifications for fund balance items as follows:  
Nonspendable fund balances include amounts that are not expected to be converted to cash, or that are legally required to be maintained intact. The fund balance of the Town's Cemetery Fund is classified as nonspendable.  
Restricted fund balances represent those portions of fund equity that have externally enforceable legal restrictions.  
Committed fund balances are amounts that can be used only for specific purposes because of a formal action taken by town government. Budget carryforward amounts and the fund balances in the Capital Projects Fund and the Cemetery Trust Fund are in this category.  
Assigned fund balances are amounts that the Town intends to use for specific purposes. The Board of Selectmen approved carryovers are included in assigned fund balances.  
Unassigned fund balance is all amounts in the General Fund that are not assigned to another category. Only the General Fund can have an unassigned fund balance.
- h. Compensated Absences:  
The Town accrues accumulated unpaid vacation and sick leave and associated employee-related costs when earned (or estimated to be earned) by the employee. The noncurrent portion (the amount estimated to be used in subsequent fiscal years) for governmental funds is maintained separately and represents a reconciling item between the fund and government-wide presentations.

- i. Subsequent Events:  
Management has made an evaluation of subsequent events to and including the audit report date, which was the date the financial statements were available to be issued, and determined that any subsequent events that would require recognition or disclosure have been considered in the preparation of the financial statements.
6. Implementation of New Accounting Standards  
During the year ended June 30, 2018, the following statements of financial accounting standards issued by the Governmental Accounting Standards Board became effective:
  - a. Statement No. 73, "Accounting and Financial Reporting for Pensions and Related Assets that are not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68". The objective of the Statement is to improve financial reporting by instituting a single framework for the presentation of information about pensions, thereby expanding the comparability of pension-related information reported by state and local governments. Management has determined that this Statement is not applicable.
  - b. Statement No. 74, "Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans". The objective of the Statement is to improve the disclosure of information about benefits other than pensions (other postemployment benefits or OPEB) included in financial statements of state and local governments. This Statement will improve financial reporting through enhanced note disclosures and schedules of required supplementary information that will be presented by OPEB plans that are administered through trusts that meet specified criteria. Management has reviewed the impact of this Statement and has determined that this statement is not applicable.
  - c. Statement No. 77, "Tax Abatement Disclosures". The objective of the Statement is to improve disclosure of information about the nature and magnitude of tax abatements, making these transactions more transparent to financial statement users. As such, users will be better equipped to understand (1) how tax abatements affect a government's future ability to raise resources and meet its financial obligations and (2) the impact those abatements have on a government's financial position and economic condition. Management has determined the impact of this Statement is not material to the financial statements.
  - d. Statement No. 80, "Blending Requirements for Certain Component Units". The objective of this Statement is to improve financial reporting by clarifying the financial statement presentation requirements for certain component units. The additional criterion requires blending of a component unit incorporated as a not-for-profit corporation in which the primary government is the sole corporate member. The additional criterion does not apply to component units included in the financial reporting entity pursuant to the provisions of Statement No. 39, Determining Whether Certain Organizations Are Component Units. Management has determined the impact of this Statement is not material to the financial statements.
  - e. Statement No. 81, "Irrevocable Split-Interest Agreements". The objective of this Statement is to improve accounting and financial reporting for irrevocable split-interest agreements by providing recognition and measurement guidance for situations in which a government is a beneficiary of the agreement. Split-interest agreements are a type of giving agreement used by donors to provide resources to two or more beneficiaries, including governments. Split-interest agreements can be created through trusts or other legally enforceable agreements with characteristics that are equivalent to split-interest agreements - in which a donor transfers resources to an intermediary to hold and administer for the benefit of a government and at least one other beneficiary. Examples of these types of agreements include charitable lead trusts, charitable remainder trusts, and life-interests in real estate. As such, this Statement requires that a government that receives resources pursuant to an irrevocable split-interest agreement recognize assets, liabilities, and deferred inflows of resources at the inception of the agreement. Management has determined the impact of this Statement is not material to the financial statements.
  - f. Statement No. 82, "Pension Issues". The objective of this Statement is to address certain issues that have been raised with respect to Statements No. 67, Financial Reporting for Pension Plans, No. 68, Accounting and Financial Reporting for Pensions, and No. 73, Accounting and Financial Reporting for Pensions and Related Assets that are not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68. Specifically, this Statement addresses issues regarding (1) the presentation of payroll-related measures in required supplementary information, (2) the selection of assumptions and the treatment of deviations from the guidance in an Actuarial Standard of Practice for financial reporting purposes, and (3) the classification of payments made by employers to satisfy employee (plan member) contribution

requirements. Management has determined the impact of this Statement is not material to the financial statements.

#### NOTE B - CASH AND INVESTMENTS:

##### Cash

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

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

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

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

At June 30, 2018 cash consisted of:

ACCOUNT TYPE	CARRYING AMOUNT	BANK BALANCE	CATEGORY		
			#1	#2	#3
Interest Bearing Accounts	\$ 1,231,622.87	\$ 1,304,456.69	\$ 215,495.15	\$ 1,088,961.54	\$
Non-Interest Bearing Accounts	40,000.00	40,000.00	40,000.00		
	<u>\$ 1,271,622.87</u>	<u>\$ 1,344,456.69</u>	<u>\$ 255,495.15</u>	<u>\$ 1,088,961.54</u>	<u>\$</u>

##### Investments

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

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

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

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

At June 30, 2018 investments consisted of:

INVESTMENT TYPE	CARRYING AMOUNT	FAIR VALUE	CATEGORY		
			#1	#2	#3
Money Market	\$ 2,203.73	\$ 2,203.73	\$	\$ 2,203.73	\$
Certificate of Deposit	355,382.40	347,072.25		347,072.25	
	<u>\$ 357,586.13</u>	<u>\$ 349,275.98</u>	<u>\$</u>	<u>\$ 349,275.98</u>	<u>\$</u>

#### NOTE C - ACCOUNTS RECEIVABLE:

Accounts Receivable consists of the following:

State Revenue Sharing	\$ 10,588.57
State Homestead	27,627.00
	<u>\$ 38,215.57</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, 2018:

	PRINCIPAL BALANCE JULY 1, 2017	ADDITIONS	REDUCTIONS	PRINCIPAL BALANCE JUNE 30, 2018
Bath Savings Institution - Municipal Building Addition	\$ 165,000.00	\$	\$ 30,000.00	\$ 135,000.00
Bath Savings Institution - Fire Truck		348,000.00	34,800.00	313,200.00
	<u>\$ 165,000.00</u>	<u>\$ 348,000.00</u>	<u>\$ 64,800.00</u>	<u>\$ 448,200.00</u>

Long-Term Debt as of June 30, 2018 is as follows:

**Bath Savings Institution - Municipal Building Addition:**

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

**Bath Savings Institution - Fire Truck:**

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

The annual requirements to amortize notes payable as of June 30, 2018 follows:

YEAR ENDING JUNE 30	PRINCIPAL	INTEREST	TOTAL
2019	\$ 64,800.00	\$ 15,081.66	\$ 79,881.66
2020	64,800.00	12,750.42	77,550.42
2021	64,800.00	10,419.18	75,219.18
2022	64,800.00	8,087.94	72,887.94
2023	49,800.00	5,756.70	55,556.70
2024-2028	139,200.00	10,892.40	150,092.40
	<u>\$ 448,200.00</u>	<u>\$ 62,988.30</u>	<u>\$ 511,188.30</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.

General Government	\$ 41,649.21
Highways and Bridges	23,594.74
Protection	15,726.56
Health and Welfare	117,063.21
Unclassified	12,435.80
	<u>\$ 210,469.52</u>

**NOTE G - DEFERRED REVENUE:**

Deferred Revenue at June 30, 2018 consists of the following:

State Revenue Sharing	\$ 4,023.27
Prepaid 2019 Taxes	6,995.89
	<u>\$ 11,019.16</u>

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

The Town's property tax for the current year was levied September 25, 2017 on the assessed value listed as of April 1, 2017 for all taxable real and personal property located in the Town. One half of the tax was due on October 1, 2017 and the remainder on April 1, 2018. Interest accrued at 7.00% commencing October 2, 2017 for the first half of tax due and again at April 2, 2018 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, 2018:

	BALANCE JULY 1, 2017	ADDITIONS	DISPOSITIONS	BALANCE JUNE 30, 2018
Land and Improvements	\$ 220,248.00	\$	\$	\$ 220,248.00
Buildings	968,517.00			968,517.00
Equipment	1,065,087.81	352,979.00	7,000.00	1,411,066.81
Infrastructure	3,686,404.72			3,686,404.72
	<u>\$ 5,940,257.53</u>	<u>\$ 352,979.00</u>	<u>\$ (7,000.00)</u>	<u>\$ 6,286,236.53</u>
Accumulated Depreciation	(4,176,998.00)	(195,840.00)	6,634.00	(4,366,204.00)
Net Property, Plant, and Equipment	<u>\$ 1,763,259.53</u>	<u>\$ 157,139.00</u>	<u>\$ (366.00)</u>	<u>\$ 1,920,032.53</u>

Depreciation expenses for the period totaled \$195,840.00. These expenses were broken down as follows:

General Government	\$ 21,164.00
Public Safety	63,625.00
Highways and Bridges	111,051.00
	<u>\$ 195,840.00</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 \$10,120.87, 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 \$5,089,469.00 at June 30, 2018. The Town of Woolwich's share would be 8.66% of the debt, or approximately \$440,748.00.

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 \$18,637,640.00 at June 30, 2018. The Town of Woolwich's share would be 22.38% of the debt, or approximately \$4,171,104.00.

Schedule A-1

TOWN OF WOOLWICH  
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2018

	ORIGINAL AND FINAL BUDGET	ACTUAL
REVENUES:		
Intergovernmental Revenue	\$ 108,236.98	\$ 108,236.98
Homestead Reimbursement	109,100.16	109,099.62
Property Taxes	5,083,032.96	5,107,424.24
Excise Taxes		694,729.93
Highways and Bridges		67,489.61
General Government		112,436.53
Protection		34,379.52
Health and Welfare		19,799.87
Interest and Debt Service		51,927.60
Unclassified		3,076.02
State B.E.T.E.	97,280.64	97,297.00
Total Revenues	<u>\$ 5,397,650.74</u>	<u>\$ 6,405,896.92</u>
EXPENDITURES:		
Education	\$ 4,049,825.00	\$ 4,049,825.00
General Government	397,398.00	397,752.91
Highways and Bridges	579,693.00	684,749.72
Protection	215,772.00	579,546.97
Health and Welfare	205,772.00	174,372.21
Unclassified	84,189.00	85,164.44
Special Assessments	720,096.00	720,096.00
Interest and Debt Service	84,198.00	79,565.23
Total Expenditures	<u>\$ 6,336,943.00</u>	<u>\$ 6,771,072.48</u>
Excess of Expenditures Over Revenues	<u>\$ (939,292.26)</u>	<u>\$ (365,175.56)</u>
OTHER FINANCING SOURCES (USES):		
Operating Transfers - In	\$ -	\$ 1,371.26
Operating Transfers - Out	(2,000.00)	(4,700.00)
Loan Proceeds		348,000.00
Refund of Excess State Funding from RSU #1	58,366.00	58,366.00
Total Other Financing Sources (Uses)	<u>\$ 56,366.00</u>	<u>\$ 403,037.26</u>
Excess of Revenues and Other Sources Over (Under)		
Expenditures and Other Uses	<u>\$ (882,926.26)</u>	<u>\$ 37,861.70</u>
Fund Balance, July 1, 2017	1,618,905.31	1,618,905.31
Fund Balance, June 30, 2018	<u><u>\$ 735,979.05</u></u>	<u><u>\$ 1,656,767.01</u></u>



## Schedule A-2

TOWN OF WOOLWICH  
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS  
FOR THE YEAR ENDED JUNE 30, 2018

Cash Balance, July 1, 2017		\$ 1,119,878.13
ADD: CASH RECEIPTS:		
Tax Collections:		
Current Year	\$ 4,929,767.43	
Prior Years	268,886.21	
Prepaid Taxes	<u>6,995.89</u>	
Total Tax Collections	\$ 5,205,649.53	
Fees Collected for the State	322,677.41	
Departmental (Schedule A-4)	1,139,502.08	
State Revenue Sharing	110,609.76	
Homestead Reimbursement	100,441.00	
Capital Reserve Receipts	12,123.06	
Loan Proceeds	<u>348,000.00</u>	
Total Cash Receipts		<u>7,239,002.84</u>
Total Cash Available		\$ 8,358,880.97
LESS: CASH DISBURSEMENTS:		
Departmental (Schedule A-4)	\$ 6,762,222.48	
Accounts Payable	24,274.62	
Prepaid Expenses	850.00	
Investment Account	7,297.11	
Fees Remitted to the State	331,381.95	
Capital Reserves	<u>10,000.00</u>	
Total Cash Disbursements		7,136,026.16
Cash Balance, June 30, 2018 (Schedule A-6)		<u><u>\$ 1,222,854.81</u></u>

## Schedule A-3

TOWN OF WOOLWICH  
STATEMENT OF CHANGES IN UNAPPROPRIATED SURPLUS  
FOR THE YEAR ENDED JUNE 30, 2018

Unappropriated Surplus, July 1, 2017		\$ 1,432,713.66
INCREASE:		
Operating Account Balances Lapsed (Schedule A-4)	\$ 1,041,249.36	
Decrease in Deferred Taxes	<u>24,856.97</u>	
		1,066,106.33
DECREASE:		
Appropriated at Town Meeting	\$ 1,000,000.00	
Approved at Special Town Meeting February 20, 2018	33,522.50	
Approved at Special Town Meeting September 5, 2017	<u>19,000.00</u>	
		1,052,522.50
Unappropriated Surplus, June 30, 2018		<u><u>\$ 1,446,297.49</u></u>

Schedule A-4

TOWN OF WOOLWICH  
STATEMENT OF DEPARTMENTAL OPERATIONS  
FOR THE YEAR ENDED JUNE 30, 2018

	BALANCE FORWARD 7/1/2017	APPROPRIATIONS	CASH RECEIPTS	OTHER CREDITS	TOTAL	CASH DISBURSED	OTHER CHARGES	TOTAL	LAPSED UNEXPENDED (OVERDRAFT)	BALANCE FORWARD 6/30/2018
<b>GENERAL GOVERNMENT:</b>										
Comp Time Reimbursement	\$ -	\$ 2,400.00	\$ -	\$ -	\$ 2,400.00	\$ -	\$ -	\$ -	\$ 2,400.00	\$ -
Town Officers Salaries		40,950.00			40,950.00	40,774.52		40,774.52	175.48	
Tax Collector/Deputy Town Clerk		33,536.00			33,536.00	31,757.64		31,757.64	1,778.36	
Town Administrator Salary		45,934.00			45,934.00	39,449.64		39,449.64	6,484.36	
Town Clerk/Deputy Tax Collector		33,536.00	47.49		33,583.49	24,034.38		24,034.38	9,549.11	
Training/Replacement		10,000.00			10,000.00	6,271.25		6,271.25	3,728.75	
Code Enforcement		26,000.00			26,000.00	26,000.00		26,000.00		
Code Enforcement - Contingency		1,500.00			1,500.00	859.26		859.26	640.74	
Employee Health Trust		35,000.00			35,000.00	31,784.03		31,784.03	3,215.97	
Social Security		19,800.00			19,800.00	18,101.28	918.70	19,019.98	780.02	
Workers' Compensation		12,000.00	1,157.00	789.70	13,946.70	13,946.70		13,946.70		
Unemployment Compensation		1,000.00			1,000.00	591.13		591.13	408.87	
ICMA - Retirement		2,826.00			2,826.00	1,795.29		1,795.29	1,030.71	
Audit		8,700.00			8,700.00	8,700.00		8,700.00		
Town Report		2,400.00		129.00	2,529.00	2,529.00		2,529.00	235.19	
Contingency		10,000.00	283.97		10,283.97	3,800.66	6,248.12	10,048.78	2,124.00	
Insurance		21,000.00			21,000.00	18,876.00		18,876.00	2,124.00	5,000.00
Litigation Expense	4,000.00	7,000.00			11,000.00	5,600.21		5,600.21	399.79	
Board of Appeals		100.00			100.00				100.00	
Comprehensive Planning	2,537.88				2,537.88					2,537.88
Planning Board	910.00	1,000.00	1,000.00		2,910.00	139.78		139.78	1,770.22	1,000.00
Municipal Building Operations	2,500.00	30,850.00	1,291.87	2,000.00	36,641.87	34,185.90	850.00	35,035.90		1,605.97
Municipal Building Reserve				1,110.96	1,110.96	1,110.96		1,110.96		
Cable TV			37,008.02		37,008.02	749.20		749.20	37,008.02	
Excise Taxes - Autos			686,716.23		686,716.23				685,967.03	
Town and Clerk Fees			16,278.41		16,278.41				16,278.41	
Plumbing and Building Permits			15,954.10		15,954.10				15,954.10	
Maine Municipal Association Dues		4,116.00			4,116.00	4,116.00		4,116.00		
Assessing Agent		26,100.00			26,100.00	26,100.00		26,100.00		
Excise Taxes - Boats			8,013.70		8,013.70	2.00		2.00	8,011.70	
Office Operations		37,650.00	4,553.99	793.91	42,997.90	42,997.90		42,997.90	393.96	
Miscellaneous Revenue			771.44		771.44	377.48		377.48	(0.54)	
Homestead Reimbursement				109,099.62	109,099.62	1,940.76	109,100.16	109,100.16		
Computer Replacement							465.69	1,940.76	(465.69)	849.73
Supplementals and Abatements	790.49	2,000.00			2,790.49					
Property Tax Maps	3,500.00				3,500.00					5,500.00
Public Communications	1,591.78	2,000.00			1,591.78	247.00		247.00		1,344.78
Tree Growth - State			15,446.95		15,446.95				15,446.95	
Veterans - State			3,655.00		3,655.00				3,655.00	
State BETE Program			97,297.00		97,297.00		97,280.64	97,280.64	16.36	
Payments in Lieu of Taxes			2,500.00		2,500.00				2,500.00	
Vital Records Book Repair	459.66	500.00			959.66					959.66
Flag Donations	914.00				914.00	861.63		861.63		52.37
Burn Fees - State			222.00		222.00				222.00	
Woolwich Events Committee	5,337.87		1,642.50		6,980.37	1,242.09		1,242.09		5,738.28
Recreation Committee	12,652.67		10,616.79		23,269.46	7,583.89		7,583.89		15,685.57
Old Town House		1,000.00		260.30	1,260.30	377.33		377.33		889.97
Elevator Reserve		1,000.00	7.00		1,007.00					
Generator Maintenance	485.00				485.00		1,000.00	1,000.00		485.00
Generator Reserve		1,000.00			1,000.00		1,000.00	1,000.00		
	\$ 35,679.35	\$ 420,898.00	\$ 904,463.46	\$ 114,183.49	\$ 1,475,224.30	\$ 396,902.91	\$ 216,863.31	\$ 613,766.22	\$ 819,808.87	\$ 41,649.21

TOWN OF WOOLWICH  
STATEMENT OF DEPARTMENTAL OPERATIONS  
FOR THE YEAR ENDED JUNE 30, 2018

	BALANCE FORWARD 7/1/2017	APPROPRIATIONS	CASH RECEIPTS	OTHER CREDITS	TOTAL	CASH DISBURSED	OTHER CHARGES	TOTAL	LAPSED UNEXPENDED (OVERDRAFT)	BALANCE FORWARD 6/30/2018
<b>SPECIAL ASSESSMENTS:</b>										
County Tax	\$ -	\$ 720,096.00	\$ -	\$ -	\$ 720,096.00	\$ 720,096.00	\$ -	\$ 720,096.00	\$ -	\$ -
Overlay	\$ -	\$ 117,073.74	\$ -	\$ -	\$ 117,073.74	\$ 117,073.74	\$ -	\$ 117,073.74	\$ -	\$ -
<b>EDUCATION:</b>										
School	\$ -	\$ 4,049,825.00	\$ 58,366.00	\$ -	\$ 4,108,191.00	\$ 4,049,825.00	\$ 58,366.00	\$ 4,108,191.00	\$ -	\$ -
<b>INTEREST AND DEBT SERVICE:</b>										
Interest on Taxes	\$ -	\$ -	\$ 33,290.99	\$ -	\$ 33,290.99	\$ 5,476.52	\$ -	\$ 5,476.52	\$ 27,814.47	\$ -
Investment Interest			18,636.61		18,636.61	334.84		334.84	18,301.77	
Principal		64,800.00			64,800.00	64,476.74		64,476.74	323.26	
Interest		19,398.00			19,398.00	9,277.13		9,277.13	10,120.87	
	\$ -	\$ 84,198.00	\$ 51,927.60	\$ -	\$ 136,125.60	\$ 79,563.23	\$ -	\$ 79,563.23	\$ 56,560.37	\$ -
<b>HIGHWAYS AND BRIDGES:</b>										
Roads and Bridges	\$ 1,175.00	\$ 60,000.00	\$ 200.00	\$ 47,530.00	\$ 108,905.00	\$ 106,657.57	\$ -	\$ 106,657.57	\$ -	\$ 2,247.43
Snow Removal		417,693.00	4,325.61	55.02	422,073.63	422,073.63		422,073.63		
Town Tared Roads	10,115.38	100,000.00		62,000.00	172,115.38	153,468.67		153,468.67		18,646.71
Town Roads Block Grant	1,840.00		62,764.00		64,604.00		62,000.00			2,604.00
Street Signs	446.45	2,000.00	200.00		2,646.45	2,549.85		2,549.85		96.60
	\$ 13,576.83	\$ 579,693.00	\$ 67,489.61	\$ 109,585.02	\$ 770,344.46	\$ 684,749.72	\$ 62,000.00	\$ 746,749.72	\$ -	\$ 23,594.74
<b>PROTECTION:</b>										
Dry Hydrants	\$ 2,180.48	\$ -	\$ -	\$ -	\$ 2,180.48	\$ 250.00	\$ -	\$ 250.00	\$ -	\$ 1,930.48
Fire Truck				348,000.00	348,000.00	347,480.00	520.00	348,000.00		
NFPA Clothing		8,500.00	2,000.00	320.53	10,820.53	10,820.53		10,820.53		
Constable/Animal Control		6,000.00	886.00		6,886.00	6,000.00		6,000.00	886.00	
Constable/Animal Control Contingency		500.00			500.00	85.00		85.00	415.00	
Fire Department		87,350.00	26,498.42	4,374.14	118,222.56	107,522.56	10,700.00	118,222.56		
Civil Defense (WEMA)	8,475.64				8,475.64	2,853.20		2,853.20		5,622.44
Hydrant Rental and Removal		36,272.00		3,932.42	40,204.42	40,204.42		40,204.42		
Street Lights		4,500.00			4,500.00	4,378.27		4,378.27		
EMS Donations	1,523.57		1,300.00		2,823.57	1,387.60		1,387.60	121.73	1,435.97
Woolwich EMS		44,000.00	2,465.10		46,465.10	45,902.58		45,902.58	562.52	
911		150.00			150.00	17.49		17.49	132.51	
Fire Inoculation/Physicals		2,500.00			2,500.00	1,927.00		1,927.00	573.00	
Fire Hose Purchase		2,000.00			2,000.00	1,392.00		1,392.00	608.00	
Air Pack Replacement	2,500.00	2,500.00			5,000.00					5,000.00
Shellfish	1,833.99		1,230.00		3,063.99	1,326.32		1,326.32		1,737.67
	\$ 16,513.68	\$ 194,272.00	\$ 34,379.52	\$ 356,627.09	\$ 601,792.29	\$ 571,546.97	\$ 11,220.00	\$ 582,766.97	\$ 3,298.76	\$ 15,726.56

Schedule A-4 (Cont'd)

TOWN OF WOOLWICH  
STATEMENT OF DEPARTMENTAL OPERATIONS  
FOR THE YEAR ENDED JUNE 30, 2018

	BALANCE FORWARD 7/1/2017	APPROPRIATIONS	CASH RECEIPTS	OTHER CREDITS	TOTAL	CASH DISBURSED	OTHER CHARGES	TOTAL	LAPSED UNEXPENDED (OVERDRAFT)	BALANCE FORWARD 6/30/2018
<b>HEALTH AND WELFARE:</b>										
Solid Waste Committee	\$ -	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	\$ 260.00	\$ -	\$ 260.00	\$ 2,240.00	\$ -
Landfill Monitoring	16,872.63	5,700.00			5,700.00	1,050.00		1,050.00		4,650.00
Septic System	5,371.98		2,981.11		8,353.09				8,353.09	16,872.63
Rescue Service Billing			1,675.76		1,675.76					
Solid Waste		190,872.00			192,547.76	162,922.99		162,922.99	29,624.77	
Landfill Closure	30,699.23				30,699.23					30,699.23
Household Hazardous Waste		2,000.00			2,000.00	741.16		741.16	1,258.84	
General Assistance	5,000.00	3,000.00	199.50		8,199.50	1,070.00		1,070.00	2,129.50	5,000.00
Fishway	52,025.91		14,943.50		66,969.41	7,128.06		7,128.06		59,841.35
Health Officer		1,200.00			1,200.00	1,200.00		1,200.00		
Health Officer Contingency		500.00			500.00				500.00	
	\$ 109,969.75	\$ 205,772.00	\$ 19,799.87	\$ -	\$ 335,541.62	\$ 174,372.21	\$ -	\$ 174,372.21	\$ 44,106.20	\$ 117,063.21
<b>UNCLASSIFIED:</b>										
Nequasset Park	\$ 1,505.00	\$ 500.00	\$ -	\$ -	\$ 2,005.00	\$ 665.60	\$ -	\$ 665.60	\$ -	\$ 1,339.40
Nequasset Trailbreakers			801.02		801.02	400.00		400.00	401.02	
Library Operations - Patten Free		53,268.00			53,268.00	53,268.00		53,268.00		
Miscellaneous Donations		19,627.00			19,627.00	19,627.00		19,627.00		
Cemeteries	338.78	800.00			1,138.78	677.35		677.35		461.43
Nequasset Church	1,106.42				4,606.42	2,431.49		2,431.49		2,174.93
Heating Assistance Fund	6,348.33	3,500.00			8,623.33	1,316.80		1,316.80		7,306.53
Town Clock	1,153.51		2,275.00		1,153.51					1,153.51
Animal Shelter		3,994.00			3,994.00	3,993.60		3,993.60	0.40	
Monument Committee		2,500.00		284.60	2,784.60	2,784.60		2,784.60		
	\$ 10,452.04	\$ 84,189.00	\$ 3,076.02	\$ 284.60	\$ 98,001.66	\$ 85,164.44	\$ -	\$ 85,164.44	\$ 401.42	\$ 12,435.80
	\$ 186,191.65	\$ 6,456,016.74	\$ 1,139,502.08	\$ 580,680.20	\$ 8,362,590.67	\$ 6,762,222.48	\$ 348,449.31	\$ 7,110,671.79	\$ 1,041,249.36	\$ 210,469.52

## Schedule A-5

TOWN OF WOOLWICH  
VALUATION, ASSESSMENT, AND COLLECTIONS  
FOR THE YEAR ENDED JUNE 30, 2018

## VALUATION:

Real Estate	\$ 348,352,100.00
Personal Property	<u>4,636,300.00</u>

Total	<u><u>\$ 352,988,400.00</u></u>
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## ASSESSMENT:

Valuation x Rate (\$352,988,400.00 x .0144)	\$ 5,083,032.96
---------------------------------------------	-----------------

## COLLECTIONS AND CREDITS:

Cash Collections	\$ 4,929,767.43
Prepaid	11,388.89
Abatements	465.69
Transfer to Tax acquired	<u>1,932.48</u>

Total Collections and Credits	4,943,554.49
2018 Taxes Receivable	<u><u>\$ 139,478.47</u></u>

## COMPUTATION OF ASSESSMENT

Tax Commitment	\$ 5,083,032.96	
State Revenue Sharing	108,236.98	
Surplus - Appropriated at Town Meeting	1,000,000.00	
State BETE Program	97,280.64	
Homestead Reimbursement	109,100.16	
RSU #1 Reimbursement	<u>58,366.00</u>	
		\$ 6,456,016.74

## REQUIREMENTS:

Municipal	\$ 1,569,022.00
County Tax	720,096.00
Education	<u>4,049,825.00</u>

6,338,943.00

## OVERLAY

<u><u>\$ 117,073.74</u></u>
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Schedule A-6

TOWN OF WOOLWICH  
RECONCILIATION OF TREASURER'S CASH BALANCE  
FOR THE YEAR ENDED JUNE 30, 2018

Bath Savings Institution:		
Landfill:		
Balance Per Bank Statement		\$ 35,056.94
Bath Savings Institution:		
General Fund Checking:		
Balance Per Bank Statement	\$ 1,218,049.63	
Add: Deposits in Transit	1,477.58	
Less: Outstanding Checks	(34,661.40)	
Balance Per Books		1,184,865.81
First Federal Savings:		
Town Clock:		
Balance Per Bank Statement		2,582.06
Petty Cash		350.00
		<u>\$ 1,222,854.81</u>

Schedule A-7

STATEMENTS OF TAXES RECEIVABLE  
FOR THE YEARS ENDED JUNE 30, 2018 AND 2017

	2018	2017
2017-2018	\$ 139,478.47	\$ -
2016-2017	231.46	233,268.03
2015-2016	547.38	201.24
2014-2015	82.94	151.20
2013-2014	80.04	131.10
2012-2013	48.64	77.86
2011-2012	41.25	41.25
2010-2011	25.73	25.73
2009-2010	17.90	17.90
2008-2009		101.36
2007-2008		25.06
Total (Exhibit A)	<u>\$ 140,553.81</u>	<u>\$ 234,040.73</u>

Schedule A-8

TOWN OF WOOLWICH  
2018 TAXES RECEIVABLE  
JUNE 30, 2018

Ambrose, Merle Stanley, Jr. (JT)	266.47
Anderson, Harold J. - LE	282.24
Bailey, Edith G.	1,404.00
Bailey, Margaret G.	1,969.92
Baker, Angela M. (Party in Possession)	334.08
Beam, Heather M.	247.68
Blersch, Trudi A. B.	514.08
Bonzagni, Marcelle D.	2,952.54
Boker, Philip V., Sr.	908.64
Boom Cove Lodge LLC	3.00
Bowen, Basil H.	231.84
Bowman, Robert L. (JT)	1,296.00
Burns, Christopher A. (JT)	326.21
C A R, LLC	3,446.91
C2SB, LLC	235.44
C2SB, LLC	258.33
C2SB, LLC	233.28
C2SB, LLC	231.84
C2SB, LLC	236.88
C2SB, LLC	243.36
C2SB, LLC	262.80
C2SB, LLC	235.44
C2SB, LLC	74.88
Carlton, Nancy	380.16
Caton, Dianne R.	780.23
Chandler, Pamela J.	1,411.20
Colby, Daniel & Julie	1,270.08
Crabtree, Gerald E., Jr.	267.84
Creamer, Gary E.	218.88
Creamer, Joseph I., Jr. (JT)	1,654.56
Crosby, Stephen J. - Person in Possession	1,653.12
Curran, T. J. & B. L. (JT) - Person in Possession	1,153.44
Dalton, Nathan D. (JT)	588.96
Davis, Eric M., Jr.	6.85
Dodge, Tristan B. (JT)	428.89
Dunning, Michael (JT)	231.13
Dutton, William M. - PR (T/C)	171.36
Easler, Gary - Person in Possession	603.36
Faulkingham, Donald L. (JT)	642.24
Federal National Mortgage Association	1,138.32
Fox, Monte J.	1,055.52
Geaghan, Terrance H. - Person in Possession	12,680.64
Hagerthy, Michelle D.	457.97
Hall, R. M. & G. M. (JT) - Person in Possession	450.72
Harvey, Gary A.	984.96
Hathorn Woods, LLC	192.96
Hathorn Woods, LLC	192.96
Hathorn Woods, LLC	192.96
Hathorn Woods, LLC	506.88
Hathorn Woods, LLC	365.76
Hathorn Woods, LLC	361.44
Hathorn Woods, LLC	299.52



TOWN OF WOOLWICH  
2018 TAXES RECEIVABLE  
JUNE 30, 2018

Hathorn woods, LLC	295.20
Hathorn Woods, LLC	473.76
Hathorn Woods, LLC	416.16
Hathorn Woods, LLC	338.40
Hathorn Woods, LLC	253.44
Hathorn Woods, LLC - Person in Possession	47.52
Hathorne, Barry R.	846.72
Hird, Craig B. - PR	342.72
Holbrook, John W. - Person in Possession	2,525.76
Holcombe, Matthew M.	2,417.88
Johns, Adam A. - Person in Possession	16.26
Johnston, Peter M. (JT)	991.37
Jones, Kevin M.	1,425.10
Kaplan, Charlotte W.	2,351.52
Kelley, Cathy Ann	498.24
Kepler, David D.	490.05
Lambert, Samuel W.	1,151.28
Lane, Scott	1,229.76
Larkin, Paul T.	1,039.68
Leonard, James E.	858.96
Lewis, Amber Marie	1,376.64
Longley, William C., Jr. (JT)	597.60
Lush, Eric	1,089.37
Mackie, Richard A. (JT)	782.97
Madden, Daniel C. & Colleen	1,995.07
Main, Charles R.	67.68
Main, Charles R.	511.20
Mank, Joan L.	856.80
McCobb/Mosher/Simpson & Lenzycki	83.63
McFarland, Robert D.	934.56
Merrill, David M.	878.19
Mesrobian, Alexander L. (JT)	1,487.52
Miller, Andrew C. (JT)	3,250.08
Moore, Heather D.	1,058.40
Moore, Larry R. - Person in Possession	146.88
Morton, Bonnie L.	914.40
Mosier, Alan R.	1,027.44
Mosier, Dennis F. (JT)	1,644.48
Mosier, Tony - Person in Possession	596.16
Mott, Joann M.	623.52
Murphy, Randall D.	946.08
Murphy, Sarah N.	555.84
Neale, Joseph E. & Virginia A.	1,579.94
Newcomb, Pamela Jean	446.05
Orff, Amanda B. (JT)	1,036.81
Osmond, Elaina	940.32
Page, Susan M. (JT)	2,024.64
Parker, George E. (JT)	1,737.33
Patti, Joseph	1,157.04
Peaslee, Jacqueline - Person in Possession	249.12
Peters, Jeffrey T.	3,049.92
Pierce, Cathy A.	869.76
Pinkham, Alan W., PR	872.64

## Schedule A-8 (Cont'd)

TOWN OF WOOLWICH  
2018 TAXES RECEIVABLE  
JUNE 30, 2018

Ponziani, Allen W.	288.00	
Rice, Jonathan R.	262.08	
Ricker, Darryl (JT)	1,235.39	
Rogers, Sharon L.	481.78	
Rollins, David S. - PR	1,801.97	
Rose, Nancy L. - L/E	817.92	
Rowe, Judy L.	492.48	
Rowe, Judy L.	959.47	
Sommelier Holdings, LLC	286.56	
Stowell, Heath M. (JT)	707.76	
Sykes, Susan - TTEE	1,172.16	
Thayer, Brenda J.	1,223.31	
Tom Stafford	2,117.95	
Toothaker, L. W., Jr. & Campbell, D. (JT)	443.52	
True, Amy L.	2,877.12	
True, Edward D.	1,012.32	
Turner, Melinda L. W.	542.88	
Varney, T. A. & E. M. (JT) Person in Possession	948.96	
Verrill, Carol J. - L/E	2,024.64	
Verrill, Mark	2,547.36	
Verrill, Mark S.	1,897.92	
Vinning, Kenneth E., Jr. (JT)	470.00	
Vinning, Kenneth E., Jr. (JT)	908.64	
Vinning, Kenneth E., Jr. (JT)	603.36	
Walsh, Susanna E.	1,238.40	
Walsh, Susanna E.	101.96	
Waters, Merilee A.	730.08	
Weiss, Lee	825.12	
Whitcomb, Ronald W. (T/C)	715.68	
Whiter, Brian T.	426.96	
Wiley, Patrick A.	309.60	
Woerter, Richard W. (TC) - Heirs of	158.40	
Woodman, Kathy	717.12	
Wright, Beverly E. - Heirs of	839.52	
Wright, Pamela J.	2,846.88	
	<hr/>	\$ 137,611.70
<u>Personal Property Tax</u>		
<u>2018</u>		
Ambrose Auto Repair	\$ 11.52	
Baker, Dean	9.17	
C A R, LLC	20.16	
GTP Acquisitions Partners, LLC	1,722.24	
Mikel's Wool	2.88	
Portland Computer Copy Print	40.32	
Verrill, Lanny	28.80	
Vining, Kenneth & Lori	31.68	
	<hr/>	1,866.77
		<hr/> <hr/>
		\$ 139,478.47

TOWN OF WOOLWICH  
TAX LIENS  
JUNE 30, 2018

Real Estate2017

Bailey, Margaret G.	\$ 1,682.84
Booker, Philip V., Sr. - Person in Possession	905.33
Bowen, Basil H. (TC)	445.88
Bowman, Robert L. (JT)	854.02
Chandler, Pamela J.	137.50
Creamer, Gary E.	286.84
Creamer, Joseph I., Jr. (JT)	1,631.58
Curran, Terrance G. (JT)	2,344.27
Curran, Timothy J. (JT)	1,190.16
Dutton, William M. - PR (T/C)	168.98
Geaghan, Terrance H. - Person in Possession	12,788.52
Hall, Ralph M. & Gail M. - Person in Possession	15.40
Harvey, Gary A.	971.28
Hird, Craige B. - PR	408.96
Holbrook, John W. - Person in Possession	2,716.46
Kaplan, Charlotte W.	410.54
Kelley, Cathy Ann	215.13
Larkin, Paul T. (JT)	25.24
Longley, William C., Jr. (JT)	589.30
Mank, Joan L.	915.90
McFarland, Robert D.	1,205.58
Miller, A. C. & O. L. (JT) - Person in Possession	2,542.38
Morton, Bonnie L.	972.70
Mosier, Dennis F. (JT)	1,692.64
Mosier, Tony	742.66
Murphy, Randall D.	393.22
Osmond, Elaina - Person in Possession	927.26
Page, Susan M. (JT)	176.03
Peaslee, Jacqueline	583.62
Pinkham, Alan W., PR - Person in Possession	860.52
Polizotto, M. M. & R. D.	1,804.82
Rose, Nancy L - L/E	806.56
Rowe, Judy L.	485.64
True, Edward D.	178.92
Turner, Melinda L. W.	535.34
Varney, Timothy A. & Evelyn M. (JT) Person in Possession	935.78
Verrill, Mark	2,582.98
Verrill, Mark S. - Person in Possession	1,871.56
Waters, Merilee A. - Person in Possession	719.94
Weiss, Lee	813.66
Woodman, Kathy	660.51
Wright, Beverly E. - Heirs of	827.86
Wright, Pamela J.	2,878.34
	\$ 53,902.65

Schedule A-10

TOWN OF WOOLWICH  
PRIOR YEARS TAXES RECEIVABLE  
JUNE 30, 2018

	2010	2011	2012	2013	2014	2015	2016	2017	TOTALS
Ambrose Auto Repair	\$ -	\$ -	\$ 17.50	\$ 16.64	\$ 17.94	\$ 17.16	\$ 14.20	\$ 12.78	\$ 96.22
C A R, LLC				28.16	30.36	27.17	24.14	22.72	132.55
Coastal Lighting & Design	17.90								17.90
Hagen, Chuck			20.00						20.00
Mikel's Wool		4.90	3.75	3.84	4.14	4.29	2.84	2.84	26.60
Hathorn, Niel		15.93							15.93
Peaslee, Jacqueline							441.62		441.62
Portland Computer & Copy Print							30.50	44.02	74.52
Redbox Automated Rental								120.70	120.70
Skillin, Phillip						5.72	5.68		11.40
Storytime Too		4.90							4.90
Verrill, Lanny									
	\$ 17.90	\$ 25.73	\$ 41.25	\$ 48.64	\$ 80.04	\$ 28.60	\$ 28.40	\$ 28.40	\$ 113.00
							\$ 547.38	\$ 231.46	\$ 1,075.34

Schedule A-11

TOWN OF WOOLWICH  
TAX ACQUIRED PROPERTY  
JUNE 30, 2018

	2015	2016	2017	2018	TOTALS
Gilbert, Thomas	\$ -	\$ 328.02	\$ 328.02	\$ 332.64	\$ 988.68
Moore, Larry R.		365.22	579.36	587.52	1,532.10
Sheen, Edward H., Person in Possession	188.06	550.96	502.68	509.76	1,751.46
Veles Investment	\$ 188.06	\$ 495.58	\$ 495.58	\$ 502.56	\$ 1,493.72
		\$ 1,739.78	\$ 1,905.64	\$ 1,932.48	\$ 5,765.96

Schedule A-12

TOWN OF WOOLWICH  
SUPPLEMENTAL TAXES AND ABATEMENTS  
JUNE 30, 2018

SUPPLEMENTAL TAXES  
NONE

ABATEMENTS

Real Estate2017-2018

Poverty

	\$ 465.69
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Schedule A-13

CEMETERY TRUST FUNDS  
JUNE 30, 2018

## TIME DEPOSITS:

First Federal Savings:

Fire Protection Fund	\$ 210.59
Roxanne Stephens	398.03
Francis Gilmore	1,793.62
Tanner Square Memorial Fund	510.85

	\$ 2,913.09
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Bath Savings Institution:

Murphy's Corner Cemetery Association	\$ 9,226.21
Thwings Point Cemetery	444.97

	9,671.18
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Fund Balance, June 30, 2018 (Exhibit H)

	\$ 12,584.27
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## CEMETERY PERPETUAL CARE FUNDS:

	PRINCIPAL	UNEXPENDED INCOME
Fire Protection Fund	\$ 27.02	\$ 183.57
Roxanne Stephens	50.00	348.03
Frances Gilmore	500.00	1,293.62
Tanner Square Memorial Fund	124.66	386.19
Murphy's Corner Cemetery Association	8,730.00	496.21
Thwings Point Cemetery	500.00	(55.03)

	\$ 9,931.68
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	\$ 2,652.59
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## Schedule A-14

TOWN OF WOOLWICH  
CAPITAL RESERVE FUNDS  
JUNE 30, 2018

## BUILDING RESERVE:

Balance, July 1, 2017	\$ 21,442.69	
Add: Interest	35.35	
Less: Transfer to General Fund	<u>(1,110.96)</u>	
Balance, June 30, 2018		\$ 20,367.08

## EMERGENCY SERVICES REPLACEMENT RESERVE:

Balance, July 1, 2017	\$ 26,152.12	
Add: Interest	44.84	
Sale of Rescue Unit	2,700.00	
Sale of Fire Truck	<u>8,000.00</u>	
Balance, June 30, 2018		36,896.96

## OLD TOWN HOUSE RESERVE:

Balance, July 1, 2017	\$ 2,265.93	
Add: Interest	3.69	
Less: Transfer to General Fund	<u>(260.30)</u>	
Balance, June 30, 2018		2,009.32

## SEPTIC RESERVE:

Balance, July 1, 2017	\$ 14,580.46	
Add: Interest	<u>21.84</u>	
Balance, June 30, 2018		14,602.30

## GENERATOR RESERVE:

Balance, July 1, 2017	\$ 2,001.52	
Add: Transfer from General Fund	1,000.00	
Interest	<u>3.70</u>	
Balance, June 30, 2018		3,005.22

## ELEVATOR RESERVE:

Balance, July 1, 2017	\$ 1,000.78	
Add: Transfer from General Fund	1,000.00	
Interest	<u>2.23</u>	
Balance, June 30, 2018		2,003.01
		<u>\$ 78,883.89</u>

## Snowplowing Contracts

CONTRACT	FY15/16 Amount	FY16/17 Amount	FY17/18 Amount	FY18/19 Amount	FY19/20 Amount	5-year Total
Contract A (Shaw)	92,805.00	92,805.00	93,826.00	94,753.90	95,608.69	469,798.60
Contract B (Shaw)	84,249.00	84,249.00	85,176.00	86,018.23	86,794.34	426,486.57
Contract C (Jewell)	99,592.00	99,592.00	100,688.00	101,683.43	102,601.07	504,156.50
Contract D-1 (Quonset)	17,445.00	17,445.00	17,637.00	17,811.35	18,146.45	88,484.79
Contract D-2 (Shaw)	110,863.00	110,863.00	112,082.00	113,191.12	114,211.55	561,210.67
Contract E (Quonset)	8,194.00	8,194.00	8,284.00	8,366.07	8,441.39	41,609.00
TOTAL	413,148.00	413,148.00	417,693.00	421,824.11	425,803.49	2,097,965.92

Approved at Town Meeting 417,693.00

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.

CPI-U for 2017 was 2.1 FY19 Contracts will increase rounded to the nearest dollar.

CPI-U for 2018 was 1.9 FY20 Contracts will increase rounded to the nearest dollar.



## **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. They offer a broad range of programs and services to their members and the community. In 2018 there were 495 residents from Woolwich including 69 individuals receiving financial aid totaling \$16,719.

**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 5:00 – 7:00 PM. In 2018, Woolwich residents visited the pantry 115 times serving 385 individuals.

**Bath Area Seniors Activity Center** – Provided blood pressure clinics, line dancing, exercise classes, games, luncheons, day and overnight trips, fundraisers, bean suppers, income tax preparation & AARP defensive driving class for senior citizens in the Bath Area. Currently 56 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 20 children from Woolwich.

**Jesse Albert Dental Clinic** – Ensures that Maine's children, adolescents and adults from low-income families have access to quality dental and orthodontic care. The Center serves Medicaid patients and other low-income persons in need of dental care.

**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 2018, 13 of the 15 students were from Woolwich. Each year the class builds two 12' plank on frame skiffs.

**Midcoast Maine Community Action** – Provide a range of voluntary services including WIC, Head Start and Early Head Start, Families CAN child abuse and neglect prevention services, housing, emergency utility and heating assistance and child care referral resources. A total of 64 individuals and 37 families from Woolwich have been served between October 2017 to September 2018.

**New Hope for Women** – Offers 24-hour crisis hotline, in 2018, 19 individuals received 48.75 hours of advocacy and 266 individuals participated in 24 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. Offer 24/7 mobile crisis services as well as therapy, medication management and adult and child case management. Total Woolwich residents served is 130.

**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.

**Woolwich Historical Society** – Maintains an historical museum in a farm house located on the corner of Route One and the Nequasset Road beside the Municipal Building. They welcome visitors 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 April 28, 2018

SAGADAHOC, s.s.

99 Attendees

**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 28th day of April A.D. 2018 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 6-0

### **Revenue**

**Article 2** To see if the Town will set the dates of **October 31, 2018** and **April 30, 2019** when taxes are due and payable and to see if the Town will fix the interest rate on unpaid taxes at **8% (eight percent)** per annum (36 MRSA §505.4) and to set the dates that interest starts on unpaid taxes **thirty (30) days** after each due date.

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 **4% (four percent)** for the 2018-2019 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	Fire Hydrant Account
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  
Air Pack Replacement Account  
Tax Mapping Account

Septic Reserve Account  
ICMA-RC Town Match Account  
Heating Assistance Account

Vital Records Book Repair Acct  
Street Sign Account

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

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

2017 recommendation \$1,000,000.00

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

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

2017 appropriation up to \$20,000.00

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

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

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

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

**Article 8** To select a fish commissioner for a five year term. Raymond Robson (2018-2023) 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.

Motion made to leave up to Fish Commission.

Passed by Voice

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

**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 **\$531,152.61** 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 by Vote of 85 to 1

*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 **\$34,207.00** for the compensation of the Town Clerk, Deputy Treasurer/Deputy Tax Collector and to authorize the Selectmen to spend any amount up to \$34,207.00. 2017 appropriation \$33,536.00 Passed by Voice

**Article 13** To see if the Town will vote to raise and appropriate the sum of **\$46,852.00** for the compensation of the Town Administrator/Town Treasurer and to authorize the Selectmen to spend any amount up to \$46,852.00. 2017 appropriation \$45,934.00 Passed by Voice

**Article 14** To see if the Town will vote to raise and appropriate the sum of **\$34,207.00** for the compensation of the Tax Collector, Deputy Town Clerk and to authorize the Selectmen to spend any amount up to \$34,207.00. 2017 appropriation \$33,536.00 Passed by Voice

**Article 15** To see if the Town will vote to raise and appropriate the sum of **\$42,800** for the Employee Health Insurance Account. 2017 appropriation \$35,000.00 Passed by Voice

**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>2017</u>	<u>2018</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	12,000.00	15,000.00
Unemployment Compensation	1,000.00	1,000.00
Social Security	19,800.00	22,700.00
Comp/Vacation Time Reimb	2,400.00	1,000.00
ICMA-Retirement Account	<u>2,826.00</u>	<u>2,900.00</u>
	<b>\$57,476.00</b>	<b>\$62,050.00</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 \$62,050.00**

2017 appropriation \$57,476.00 Passed by Voice

**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. 2017 appropriation \$6,000.00 Passed by Voice

**d)** To see if the Town will vote to raise and appropriate the sum of **\$26,520.00** 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 \$26,520.00. 2017 appropriation \$26,000.00 Passed by Voice

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

2017 appropriation \$10,000.00 Passed by Voice



## General Government

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

	<u>Appropriated 2017</u>	<u>Recommend 2018</u>
General Assistance	\$3,000.00	\$2,000.00
Nequasset Church	3,500.00	500.00
Cemeteries	800.00	800.00
ACO Contingent	500.00	500.00
Codes Officer Contingent	1,500.00	1,500.00
Health Officer Contingent	500.00	500.00
Health Officer Salary	1,200.00	1,200.00
Fish Way, Up Keep/Repair	-0-	-0-
Animal Control & Care*	3,994.00	3,994.00
Planning Board	1,000.00	-0-
Conservation Commission	-0-	-0-
Agriculture Committee	-0-	-0-
Comprehensive Planning	-0-	-0-
Board of Appeals	100.00	100.00
Special Events Committee	-0-	-0-
Solid Waste Committee	2,500.00	2,500.00
Monument Committee	2,500.00	4,500.00
Nequasset Park Committee	500.00	500.00
Contingent	10,000.00	10,000.00
Repair of Vitals Books	500.00	500.00
Old Town House	<u>1,000.00</u>	<u>500.00</u>
	\$33,094.00	<b>\$29,594.00</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.

Motioned to reduce the amount for Monument Committee to \$2,500. Passed by Voice to reduce.  
Article passed by Voice

**Article 18** To see if the town will vote to raise and appropriate the sum of **\$54,344.00** to support the operating costs of the Patten Free Library and to authorize the Selectmen to spend any amount up to \$54,344.00.

2017 Appropriation \$53,268.00 Passed by Voice

**Article 19** To see if the town will vote to raise and appropriate the sum of **\$42,550.00** for the Office Operations account. The approximate breakdown of the account is as follows:

	<u>2017</u>	<u>2018</u>
Town Reports	\$2,400.00	\$2,600.00
Telephone and fax machine monthly usage	1,900.00	1,700.00
Postage (twice/year tax bills, etc.)	6,000.00	6,000.00
Office and computer supplies	2,000.00	2,000.00
Advertising	2,500.00	2,500.00
Printing (stationery, forms, etc.)	500.00	700.00
Computer support contract & software	12,000.00	14,200.00
Automated equipment maintenance	6,000.00	6,000.00
Training - seminars and manuals	1,500.00	1,500.00
Association dues	600.00	600.00
Election supplies and materials	2,000.00	2,000.00
Office operations contingent	750.00	750.00
Mileage Reimbursement	900.00	1,000.00
Mailing machine	<u>1,000.00</u>	<u>1,000.00</u>
	\$40,050.00	<b>\$42,550.00</b>

2017 appropriation \$40,050.00



**Article 20** To see if the town will vote to raise and appropriate the sum of **\$33,300.00** for the Municipal Building Operation of Plant account. The approximate breakdown of the account is as follows: Passed by Voice

	<u>2017</u>	<u>2018</u>
Electricity/ CMP	\$6,000.00	\$5,000.00
Electricity/ CMP	\$5,000.00	\$5,000.00
Water/ BWD	1,200.00	1,200.00
Heating fuel/ oil	5,000.00	6,000.00
Photocopier Lease	4,500.00	4,500.00
Mowing and grounds maintenance	2,550.00	2,550.00
Furnace maintenance/repair	300.00	1000.00
Building sprinkler system contract	600.00	600.00
Security system contract/maintenance	1,000.00	1,000.00
**Cleaning Services	5,100.00	5,100.00
Misc supplies and gen. building maintenance (hardware, etc.)	4,000.00	3,750.00
Elevator Maintenance	1,600.00	1,600.00
Elevator Reserve	<u>1,000.00</u>	<u>1,000.00</u>
	\$31,850.00	<b>\$33,300.00</b>

2017 appropriation \$31,850.00

**\*\*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.*

2017 appropriation \$21,000.00 Passed by Voice

**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 **\$26,700.00** as payment to the Assessing Agent.

2017 appropriation \$26,100.00 Passed by Voice

**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.

2017 appropriation \$2,000.00 Passed by Voice

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

2017 appropriation \$2,000.00 Passed by Voice

**Article 25** To see if the Town will vote to raise and appropriate the sum of **\$4,176.00** for the payment of membership dues for the Maine Municipal Association.

2017 appropriation \$4,116.00 Passed by Voice

**Article 26** To see if the Town will vote to raise and appropriate the sum of **\$9,100.00** to pay the Auditor.

2017 appropriation \$8,700.00 Passed by Voice

**Article 27** To see if the Town will vote to raise and appropriate the sum of **\$11,000.00** for the Town's Litigation Account.

2017 appropriation \$7,000.00 Passed by Voice

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

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

2017 appropriations \$30,000.00 / \$9,000.00 Passed by Voice

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

**Article 30** To use up to **\$14,000.00** from Comcast franchise fee for the purchase of LED informational sign located on Route 1 near the intersection of Nequasset Road. Excavation services to be donated by Jack Shaw & Sons. Frame to be donated by the Shelter Institute. Passed by Voice

### Health/Welfare and Sanitation

**Article 31** To see if the Town will vote to raise and appropriate the sum of **\$5,850.00** for the continued sampling of ground water from the installed surface water test sites at the landfill.

2017 appropriation \$5,700.00 Passed by Voice

**Article 32** a) To see if the Town will vote to raise and appropriate the sum of **\$192,868.00\*** for complete weekly curbside refuse collection and disposal, bi-weekly curbside recycling collection and disposal and to authorize the Selectpeople to enter into an agreement with Riverside Disposal and EcoMaine for their services.

2017 appropriation \$190,871.33 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. 1000 tons</b>	<b>\$ 60,255.00</b>
<b>Tipping fee for Recyclables (est.) 227 tons</b>	<b>\$ 8,291.67</b>
	<b>\$192,868.00</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.\*\*

2017 appropriation \$2,000.00 Passed by Voice

**\*\*Note: Each year, the City of Bath, along with area towns, sponsors a Household Hazardous Waste Collection Day. Citizens sign up to dispose of such items as oil based paints, fuels, solvents, insecticides, etc. This year the HHW day will be April 28<sup>th</sup>. You must preregister. FMI - Please see the Solid Waste & Recycling committee's report in this book.**

**Article 33** a) ORDERED, THAT Town Landing Road, described as below, be discontinued as a town way, with no public easement retained.

#### Description of Road to Be Discontinued

A town way known as Town Landing Road located in the Town of Woolwich, Maine, running from the southerly boundary of George Wright Road to the northerly boundary of property now or formerly of the Bath Water District (Map U-9, Lot 23; John O'Donnell and Assoc., 1973), to include the Nequasset Brook Bridge.

#### Award of Damages

Having given best practicable notice to all abutting property owners, the Board of Selectmen hereby order the above discontinuance and award damages from the undesignated fund balance to the abutting property owners, Matthew and Amy Richard (Sagadahoc County Registry of Deeds, Book R2016, Page 8334) in the amount of \$75,000.

Passed by Voice

b) Raise and appropriate **\$30,000.00** for preliminary engineering and assessment of Nequasset Brook Bridge.

Motioned to dismiss article. Passed by Voice

**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>2017</u>	<u>2018</u>
Roads and Bridges	\$ 60,000.00	\$ 60,000.00
Street Signs	2,000.00	2,000.00
Hot Topping	100,000.00	100,000.00
Snow Plowing	417,693.00	421,825.00
Street Lights	4,500.00	4,500.00
Culvert Repair	-0-	-0-
	<u>\$584,193.00</u>	<u>\$588,325.00</u>

**Article 35 a)** To see if the Town will authorize the Selectmen to remove up to **\$62,000.00**, if available, from the Local Road Assistance Program (LRAP) account for hot topping town roads. 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 **\$84,584.00** through taxation): Passed by Voice

	<u>2017</u>		<u>2018</u>
Hydrants (Bath)	\$17,904.00	12 @ \$1,607.00	\$19,284.00
(Wiscasset)	18,368.00	13 @ \$1,955.00	25,415.00
Fire Chief	11,000.00		11,000.00
EMS Director/Asst. Chief	3,000.00		3,500.00
Asst. Chief	3,000.00		3,000.00
Captain 1	1,250.00		1,250.00
Captain 2	1,250.00		1,250.00
Lieutenant 1	500.00		500.00
Lieutenant 2	500.00		500.00
Deputy EMS Director	-0-		-0-
EMS 1 <sup>st</sup> Assistant	500.00		1,000.00
EMS 2 <sup>nd</sup> Assistant	500.00		-0-
NFPA/OSHA Clothing	8,500.00		9,500.00
WEMA Director**	600.00		600.00
Inoculations/Physicals	2,250.00		2,250.00
Emergency 911	150.00		150.00
Generator Service	485.00		485.00
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>\$75,257.00</b>		<b>\$85,184.00</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 **\$84,750.00** for the **Fire Department** account. Passed by Voice

*The breakdown of the account is as follows:*

	<u>2017</u>	<u>2018</u>
Office Supplies/Expenses	\$1,000.00	\$1,000.00
Truck Fuel	3,500.00	3,500.00
Equipment Repairs	15,500.00	10,000.00
Truck Repairs	12,500.00	11,000.00
Contingent Account	5,400.00	5,000.00
Telephone	600.00	500.00
Training Expenses	3,100.00	3,000.00
New Equipment	5,000.00	10,000.00
Station Supplies	1,750.00	1,750.00
Fire Prevention	1,000.00	1,000.00
Wages	<u>38,000.00</u>	<u>38,000.00</u>
	<b>\$87,350.00</b>	<b>\$84,750.00</b>

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

1) To raise and appropriate the sum of **\$9,804.00** for interest payments for the second year for the fire truck. Passed by Voice

2) To raise and appropriate the sum of **\$34,800.00** for principal payments for the second year for the fire truck. Passed by Voice

d) To allow the Board of Selectmen to rename the Emergency Services Replacement Account to the Catastrophic Repair Account and cap the account at \$10,000.00. Passed by Voice

\*Note: As of February 2018 the balance was \$34,179.26.

e) To use up to **\$8,000.00** from the remaining balance of the Emergency Services Replacement Account for the purchase of an extractor washing machine. Passed by Voice

\*Note: The remaining balance will be placed into the undesignated fund balance.

f) To grant the EMS department permission to bill for ambulance services. Passed by Voice

g) 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>2017</u>	<u>2018</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. 2017 appropriation \$400.00 Passed by Voice

**Article 38** To see what sum of money the Town will vote to donate to the following local agencies:

	<u>2017</u>	<u>2018</u>
	<u>Appropriated</u>	<u>Donate</u>
Bath Area Family YMCA	500.00	500.00
Bath Area Food Bank	1,000.00	1,000.00
Bath Area Senior Citizens Center	850.00	850.00
Big Brothers/Big Sisters Bath/Brunswick	600.00	600.00
Jesse Albert Dental Clinic	2,500.00	2,500.00
Maine Maritime Boat Program	5,000.00	5,000.00
Midcoast Maine Community Action (CED)	1,400.00	1,400.00
New Hope for Women	500.00	500.00
Spectrum Generations	1,953.00	1,953.00
Sweetser	3,084.00	3,084.00
Tedford Housing	700.00	700.00
Woolwich Historical Society	<u>1,500.00</u>	<u>1,000.00</u>
	<b>\$19,587.00</b>	<b>\$19,087.00</b>

**Article 39** To see if the Town will vote to raise and appropriate the sum of **\$19,087.00** for donations to local agencies/organizations. 2017 appropriation \$19,587.00 Passed by Voice

## Index

“A Citizen’s Guide to Town Meeting” .....	31
Animal Control Officer .....	50
Bath Water District Trustee .....	75
Board of Assessors’ Notice .....	30
Boston Post Cane Holders .....	6
CEO .....	42
Citizen Committee List .....	26
Dedication .....	3
Emergency Management Director .....	49
Fish Commissioners .....	67
Governor’s Report .....	38
Guidelines to Attending a Town Meeting .....	7
Holiday Schedule .....	29
Independent Auditor’s Report .....	77
Local Health Officer .....	50
Maine Municipal Association .....	73
Monument Committee .....	65
Municipal Officials .....	23
Nequasset Meeting House .....	64
Nequasset Park Improvement Committee .....	66
Overview of Agencies Requesting Donations .....	120
Patten Free Library .....	72
Planning Board .....	60
Public Communications Committee .....	70
Road Commissioner .....	51
RSU 1 Annual Report .....	53
Sagadahoc County Commissioner .....	41
Sagadahoc County Emergency Management Agency .....	48
Selectboard .....	58
Shellfish Conservation Committee .....	62
Shellfish Warden .....	61
Snowplowing Contracts .....	110

## Index

Solid Waste and Recycling Committee.....	71
Special Events Committee.....	69
State Representative's Report .....	40
State Senator's Report.....	39
Superintendent .....	52
Tax Collector.....	55
Town Administrator/Treasurer .....	55
Town Clerk.....	56
Town Information .....	2
Town Job Descriptions.....	111
Town Meeting Minutes, April 28, 2018.....	121
Town Meeting Warrant, May 4th, 2019 .....	8
Town of Woolwich.....	23
U.S. Representatives' Reports.....	36
U.S. Senators' Reports .....	33
Woolwich Community Recreation .....	68
Woolwich EMS.....	47
Woolwich Fire and Ems Suggested Donations .....	132
Woolwich Fire Department.....	46
Woolwich Historical Society .....	63

***“The New England town meeting is  
probably the purest form of democracy  
in existence today. Please help to  
preserve it by attending town meeting.  
Please read this report carefully and  
bring it with you.”***

Borrowed from the annual report  
for the Town of Troy, Maine



## **Woolwich Fire and EMS Suggested Donations**

Here is a sample list of what your donation to Woolwich Fire or EMS could purchase. Please feel free to donate for any specific item, or in any dollar amount you choose. We are grateful for any donation. Thank you for helping us provide additional tools and training for our Firefighters and EMTs. All donations are tax deductible and a letter is available upon request.

### **FIRE:**

- Firefighter Structural Coat- \$1100.00
- Firefighter Structural Pants- \$790.00
- Firefighter Boots- \$490.00
- Firefighter Helmet- \$340.00
- Firefighter Gloves- \$90.00
- Firefighter Hood- \$110.00
- Portable Smoke Ejector Fan- \$3200.00
- (1) Firefighter 1&2 School- \$675.00

### **EMS:**

- Medical Bag - \$200
- EMS Jacket -\$300
- Glucometer - \$30
- AED - \$2500
- EMT Basic Class -\$1000
- EMT Advanced Class - \$1700
- Paramedic Class - \$9500

### **FIRE/EMS:**

- Pager- \$490.00
- Portable Radio- \$550.00

All donations should be mailed to: **Woolwich Fire Department  
13 Nequasset Road  
Woolwich, Maine 04579**

If you would like your donation to go to either Fire or EMS, please designate.