

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



We remind ourselves that the spot which we meet is part of the ancestral Nequasset region of the Wabanaki. Our Woolwich history includes all those who have lived in this area, including the first people harvesting alewives at Nequasset Falls 10,000 years ago. We honor the Indigenous peoples for their deep connection they have always felt to Mother Earth.

For the fiscal year
July 1, 2021 – June 30, 2022



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 319-8783

Office Hours of the Town Clerk and Tax Collector

Monday 9 a.m.-5 p.m. Tuesday 9 a.m.-5 p.m. Wednesday 10 a.m.-6 p.m.

Thursday 9 a.m. to 5 p.m. Friday 9 a.m.-3:00 p.m.

Office Hours for the Selectmen's Office / Town Administrator

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

Wednesday 10 a.m.-6 p.m. Friday 9 a.m.-3 p.m.

Email Address: administrator@woolwich.us • Website: www.woolwich.us

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

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

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

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

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

Dedication



Geraldine Edgerly

Gerry spent her early years living with her grandmother in Pittsfield, Maine, where she attended school through eighth grade. She then moved to Bethel with her parents and attended Gould Academy her freshman year. They then moved to Bath, where she attended Morse High School, graduating in the class of 1941. She recently attended her 81st class reunion, along with one other classmate.

She married Loring Edgerly, and together they built their home on Murphy's Corner Road in Woolwich. She has worked at many different jobs, her final as deputy clerk of courts in Lincoln County for seventeen years, but first and foremost was a wife and the mother of two children (Sylvia Wallace and Dana Edgerly), being involved in all of their many activities.

She was involved in many Woolwich community organizations, including the Farm Bureau, Ladies group of the Nequasset Congregational Church, First Baptist Church, and the Woolwich Historical Society. And she plays a wicked game of SkipBO!

Boston Post Cane Holders

Geraldine Edgerly is the current Boston Post Cane Holder

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

Guidelines to Attending a Town Meeting

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

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

SPECIAL TOWN MEETING WARRANT May 17, 2023

SAGADAHOC, s.s.

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

GREETINGS:

In the name of the State of Maine, you are required to notify and warn the voters of the Town of Woolwich in the said County qualified by law to vote in town affairs to meet at the Woolwich Central School at 137 Nequasset Road in said Town, on the 17th day of May, A.D. 2023 at 6:00 in the evening, then and there to act on Articles 1 through 45, 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 To see if the Town will set the dates of **October 30, 2023 and April 30, 2024** when taxes are due and payable and to see if the Town will fix the interest rate on unpaid taxes at **8% (eight percent)** per annum (36 MRSA §505.4) and to set the dates that interest starts on unpaid taxes **thirty (30) days** after each due date.

Article 3 To see if the Town will vote to set an interest rate to be paid by the Town on taxes that have been paid, but are either abated or overpaid and refunded at **4% (four percent)** for the 2023-2024 tax year. (36 MRSA § 506-A)

Article 4 To see if the Town will vote to transfer all unexpended balances and overdrafts to the Undesignated Fund Balance except those that 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.

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 **\$1,500,000.00**

2022 recommendation \$1,500,000.00

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.

2022 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 **\$40,000.00** 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, fees established by ordinance, and revenues generated by Town-provided services, and to use them as directed by the donation, ordinance or contract or otherwise at the Selectmen's discretion.

Article 8 To select a Fish Commissioner for a five year term.
Patrice Hennin (2023-2028)

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 transfer of funds presently in the Fishway Account to the Municipal Property Reserve Account E-1-17-78. The Select Board and the Fish Commissioners have agreed to an immediate one time transfer of \$30,000.00. This transfer is in lieu of recent yearly use of Fishway Funds for maintenance of Historic Town owned properties and will facilitate town budget planning. The Fishway Account has sufficient remaining funds for known immediate needs and will be replenish over time from yearly alewife harvests.

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

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

Article 11 To see if the Town will vote to increase the property tax levy limit of **\$751,190.88** established for the Town of Woolwich by State law in the event that the municipal budget approved under the following articles will result in a tax commitment that is greater than that property tax levy limit.

Note: *This article is needed because the LD1 Tax Reform Legislation does not take into account the Town's use of Surplus to reduce taxes when processing the commitment of taxes and the appropriations approved during this Town Meeting will exceed the tax levy cap.*

Personnel & Town Officers

Article 12 To see if the Town will vote to raise and appropriate the sum of **\$45,156.00** for the compensation of the Town Clerk, Deputy Treasurer/Deputy Tax Collector and to authorize the Selectmen to spend any amount up to \$45,156.00 2022 appropriation \$42,600.00

Article 13 To see if the Town will vote to raise and appropriate the sum of **\$70,380.00** for the compensation of the Town Administrator/Town Treasurer and to authorize the Selectmen to spend any amount up to \$70,380.00. 2022 appropriation \$64,000.00

Article 14 To see if the Town will vote to raise and appropriate the sum of **\$45,156.00** for the compensation of the Tax Collector, Deputy Town Clerk and to authorize the Selectmen to spend any amount up to \$45,156.00. 2022 appropriation \$42,600.00

Article 15 To see if the Town will vote to raise and appropriate the sum of **\$26,000.00** for the Employee Health Insurance Account. 2022 appropriation \$28,000.00

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

	2022	2023
Selectperson	\$5,000.00	\$5,000.00
Selectperson	5,000.00	5,000.00
Selectperson	5,000.00	5,000.00
Selectperson	5,000.00	5,000.00
Selectperson	5,000.00	5,000.00
Board Chairman	500.00	500.00
Board Vice Chairman	250.00	250.00
Ballot Clerks	2,500.00	2,500.00
Registrar of Voters	250.00	250.00
Moderator	400.00	400.00
Workers Compensation	4,000.00	4,500.00
Unemployment Compensation	1,000.00	1,000.00
Social Security	15,800.00	16,748.00
Medicare	5,650.00	5,989.00
Comp/EPL/Vacation Time	1,000.00	7,000.00
ICMA-Retirement Account	2,500.00	2,500.00
	\$58,850.00	\$66,637.00

b) To see what sum, if any, the Town will vote to raise and appropriate for the Town Officers' Account for the ensuing year. **Recommend \$ 66,637.00**

2022 appropriation \$58,850.00

c) To see if the Town will vote to raise and appropriate the sum of **\$8,480.00** for the salary (including mileage) to the Animal Control Officer (ACO) and to authorize the Selectmen to spend any amount up to \$8,480.00. 2022 appropriation \$8,000.00

d) To see if the Town will vote to raise and appropriate the sum of **\$31,843.00** for the salary of the Codes Enforcement Officer, Building Inspector and Licensed Plumbing Inspector and to authorize the Selectmen to spend any amount up to \$31,843.00. 2022 appropriation \$30,040.00

e) To see if the town will vote to raise and appropriate the sum of **\$3,000.00** for the salary of a backup CEO Officer and to authorize the Selectmen to spend any amount up to \$3,000.00.

2022 appropriation \$3,000.00

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f) To see if the town will vote to raise and appropriate the sum of **\$3,000.00** for temporary help and training replacement personnel and to authorize the Select people to spend any amount up to 2022 appropriation \$3,000.00

General Government

Article 17 a) 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 2022	Recommend 2023
General Assistance	\$2,000.00	\$2,000.00
Nequasset Church	750.00	-0-
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
Animal Control & Care*	4,449.00	4,449.00
Planning Board	-0-	1,200.00
Board of Appeals	100.00	100.00
Special Events Committee	-0-	700.00
Communication Committee	1,000.00	1,000.00
Solid Waste Committee	1,000.00	1,000.00
Monument Committee	2,500.00	2,500.00
Contingency	10,000.00	10,000.00
Repair of Vitals Books	800.00	500.00
Old Town House	-0-	-0-
	\$27,099.00	\$27,949.00

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

Article 18 To see if the town will vote to raise and appropriate the sum of **\$63,231.00** to support the operating costs of the Patten Free Library and to authorize the Selectmen to spend any amount up to 2022 Appropriation \$60,303.00

Article 19 To see if the town will vote to raise and appropriate the sum of **\$47,463.00** for the Office Operations account. The approximate breakdown of the account is as follows:

	2022	2023
Town	\$3,000.00	\$3,000.00
Telephone monthly usage	2,200.00	2,200.00
Postage (twice/year tax bills, etc.)	5,000.00	5,500.00
Office and computer supplies	2,500.00	2,000.00
Advertising	2,000.00	1,500.00
Printing (stationery, forms, etc.)	700.00	700.00
Computer support contract & software	17,665.00	18,813.00
Automated equipment maintenance	7,500.00	7,500.00
Training - seminars and manuals	1,500.00	1,500.00
Association dues	500.00	250.00
Election supplies and materials	2,000.00	2,000.00

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Office operations contingency	1,000.00	1,000.00
Mileage Reimbursement	750.00	750.00
Mailing machine	500.00	750.00
	<u>\$46,815.00</u>	<u>\$47,463.00</u>
		2022 appropriation \$46,815.00

Article 20 To see if the town will vote to raise and appropriate the sum of **\$42,974.00** for the Municipal Building Operation of Plant account. The approximate breakdown of the account is as follows:

	2022	2023
Electricity/CMP	\$8,000.00	\$8,200.00
Water/BWD	1,200.00	1,500.00
Heating fuel/ oil	9,000.00	9,000.00
Photocopier Lease	5,000.00	5,000.00
Mowing and grounds maintenance	3,478.00	3,774.00
Furnace maintenance/repair	1,000.00	1,000.00
Building sprinkler system contract	2,000.00	3,000.00
Security system contract/maintenance	2,000.00	2,000.00
Cleaning Services	4,000.00	4,500.00
Misc supplies and general building maintenance	750.00	2,500.00
Elevator Maintenance	1,800.00	2,500.00
	<u>\$38,228.00</u>	<u>\$42,974.00</u>
		2022 appropriation \$38,228.00

Article 21 To see if the Town will vote to raise and appropriate the sum of **\$11,500.00** for the Town's insurance.

Note: Art. 22 includes all municipal buildings, contents, & tax acquired properties. Vehicle Insurance is now listed under the appropriate departments. (Fire and EMS) 2022 appropriation \$12,653.00

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 **\$45,600.00** as payment to the Assessing Agent. 2022 appropriation \$42,000.00

Article 23 To see if the Town will vote to raise and appropriate the sum of **\$2,500.00** to update the property tax maps. 2022 appropriation \$ 2,500.00

Article 24 To see if the Town will vote to raise and appropriate the sum of **\$2,500.00** for the "Computer Replacement Account." 2022 appropriation \$2,500.00

Article 25 To see if the Town will vote to raise and appropriate the sum of **\$4,815.00** for the payment of membership dues for the Maine Municipal Association. 2022 appropriation \$4,494.00

Article 26 To see if the Town will vote to raise and appropriate the sum of **\$10,800.00** to pay the Auditor. 2022 appropriation \$10,200.00

Article 27 To see if the Town will vote to raise and appropriate the sum of **\$10,000.00** for the Town's Litigation Account. 2022 appropriation \$7,000.00

Article 28 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. 2022 appropriations \$7,000.00

Article 29 To authorize the Select Board (1) to participate with Consolidated Communications in applying to the Maine Connectivity Authority for a grant to fund construction of fiber-optic broadband internet service that would be available to every household in Woolwich; (2) to pledge up to **\$225,000** as matching funds for the grant, to be **paid out over two years**; (3) to enter into any agreements with Consolidated Communications necessary to make the application and, contingent on receipt of the grant, to complete the project; and (4) to appropriate **\$112,500** from the Undesignated Fund Balance, if the grant is awarded, for the payment of 2023-2024 matching funds.

Health/Welfare and Sanitation

Article 30 To see if the Town will vote to raise and appropriate the sum of **\$12,000.00** for the continued sampling of ground water from the installed surface water test sites at the landfill.

2022 appropriation \$8,100.00

Article 31 a) To see if the Town will vote to raise and appropriate the sum of **\$245,888.21** 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.

2022 appropriation \$240,226.44

* Breakout of total cost is as follows:

Weekly Curbside Collection, Trash =	\$101,382.16
Bi-Weekly Curbside Collection, Recycling =	\$34,467.05
Disposal (Tipping) Fee based on est.1220tons =	\$102,500.00
Tipping fee for Recyclables (est.) 227 tons =	\$7,539.00
	\$245,888.21

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.

(Date of Household Hazardous Waste Collection Day is May 6th 2023)

Article 32 To see if the Town will vote to raise and appropriate the sum of **\$4,000.00** for the maintenance and upkeep of the Nequasset Park outhouse.

Note: The Nequasset Park Committee budget request is now included in this article.

2022 appropriation \$4,000.00

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:

	2022	2023
Roads and Bridges	\$ 77,000.00	\$ 84,000.00
Street Signs	-0-	-0-
Hot Topping	140,000.00	180,000.00
Snow Plowing	564,976.00	598,875.00
Street Lights	4,500.00	4,500.00
Culvert Repair	-0-	-0-
	\$786,476.00	\$867,375.00

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

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.

Article 35 To see if the Town will vote to raise and appropriate the sum of **\$40,000.00** for repair and maintenance on unpaved town maintained roads. 2022 appropriation \$20,000.00

Article 36 To see if the Town will vote to approve the Select Board’s Order of Discontinuance of a portion of the George Wright Road dated April 19, 2023 and filed with the Town Clerk.

Protection

Article 37 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 **\$61,324.00** through taxation):

	2022		2023
Hydrants (Bath)	\$19,284.00	12 @ \$2,232.00	\$26,784.00
(Wiscasset)	\$33,540.00	13 @ \$2,580.00	\$33,540.00
WEMA Director**	600.00		600.00
Generator Maintenance Acct	-0-		1,000.00
	<u>\$54,424.00</u>		<u>\$61,924.00</u>

* **Note:** WEMA stands for Woolwich Emergency Management Agency

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

Article 38 a) To see if the Town will vote to raise and appropriate the sum of **\$170,858.00** for the **Fire Department** account.

The breakdown of the account is as follows:

	2022	2023
Office Supplies/Expenses	\$800.00	\$1,000.00
Truck Fuel	5,000.00	8,000.00
Equipment Repairs	10,000.00	10,000.00
Truck Repairs	11,000.00	11,000.00
Contingent Account	5,000.00	5,000.00
Telephone	500.00	700.00
Training Expenses	3,000.00	5,000.00
New Equipment	10,000.00	12,000.00
Station Supplies	1,750.00	2,000.00
Fire Prevention	1,000.00	1,000.00
Wages	43,000.00	45,580.00
NFPA/OSHA Clothing	10,000.00	12,000.00
Fire Hose Purchase	4,000.00	5,000.00
Inoculations/Physicals	2,250.00	4,000.00
Fire Chief Stipend	11,500.00	12,190.00
Deputy Stipend	3,500.00	3,710.00
1st Captain Stipend	1,250.00	1,325.00
2nd Captain Stipend	1,250.00	1,325.00
1st Lieutenant Stipend	500.00	530.00
2nd Lieutenant Stipend	500.00	530.00
Safety Officer	-0-	300.00

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Social Security	3,813.00	4,061.00
Medicare	892.00	950.00
Worker's Comp	10,000.00	14,200.00
Insurance/Liability	8,968.00	9,457.00
	<u>\$149,473.00</u>	<u>\$170,858.00</u>

b) To see if the Town will vote:

- 1) To raise and appropriate the sum of **\$4,400.00** for interest payments for the fifth year for the fire truck.
- 2) To raise and appropriate the sum of **\$34,800.00** for principal payments for the fifth year for the fire truck.

Article 39 To see if the town will vote to raise and appropriate the sum of **\$10,000.00** for the Catastrophic Repair Account.

Article 40 To see what action the town will take in regards to EMS service.

a) To see if the Town will vote to raise and appropriate the sum of **\$360,844.00** for the Emergency Medical Service Department.

The breakdown of the account is as follows:

	2022	2023
AEDs	4,000.00	3,950.00
Annual Fees	9,500.00	9,500.00
Billing Fees	7,000.00	7,000.00
Clothing	1,250.00	1,000.00
Communications	3,000.00	3,000.00
Contingency	500.00	500.00
Fuel	5,000.00	6,000.00
Medical Equipment	3,500.00	6,000.00
Medical Exams	500.00	1,000.00
Medical Supplies	9,000.00	9,000.00
Office Supplies	1,250.00	1,500.00
Payroll	183,000.00	236,925.00
Training	5,000.00	5,000.00
Vehicle Maintenance	5,000.00	15,000.00
Worker's Comp	21,338.00	26,300.00
Social Security	12,214.00	14,690.00
Medicare	2,857.00	3,436.00
Insurance/Liability	1,879.00	2,043.00
EMS Director Stipend	10,000.00	5,000.00
EMS Assistant Stipend	2,000.00	2,000.00
EMS 2nd Assist Stipend	2,000.00	2,000.00
	<u>\$289,788.00</u>	<u>\$360,844.00</u>

Note: There is the potential to bring in \$97,500 in revenue which will be used to offset the cost of the service.

b) To see if the Town will vote to raise and appropriate the sum of **\$316,320.00** to contract with Bath EMS.

The breakdown is as follows:

320 calls @ \$485/per call =	\$155,200.00
25% uncollectables @ \$860.00 =	\$68,000.00
Calls requiring two ambulances estimated at 10% =	\$15,520.00
Maintain Woolwich First Responders =	\$77,600.00
	<u>\$316,320.00</u>

continued next page

c) To see if the Town will vote:

- 1) To raise and appropriate the sum of **\$3,110.00** for interest payments for the fourth year for the Ambulance.
- 2) To raise and appropriate the sum of **\$21,429.00** for principal payments for the fourth year for the Ambulance.

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

Miscellaneous Donations

Article 41 To see if the Town will vote to appropriate **\$400.00** from the Snowmobile Registrations Reimbursement for the Nequasset Trailbreakers Snowmobile Club. 2022 appropriation \$400.00

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

	2022 Appropriated	2023 Donate
Bath Area Family YMCA	500.00	500.00
Bath Area Food Bank	1,000.00	1,250.00
Bath Area Senior Citizens Center	850.00	850.00
Big Brothers/Big Sisters Bath/Brunswick	600.00	600.00
LifeFlight	768.00	767.00
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 Midcoast	500.00	500.00
Spectrum Generations	1,740.00	1,740.00
Sweetser	3,084.00	3,084.00
Tedford Housing	700.00	700.00
Woolwich Historical Society	1,500.00	1,500.00
	\$20,142.00	\$20,391.00

Article 43 To see if the Town will vote to raise and appropriate the sum of **\$20,391.00** for donations to local agencies/organizations. 2022 appropriation \$20,142.00

Ordinances

Article 44 To see if the Town will vote to raise the current transport rates for mileage costs from \$16 to \$17 due to the increase of fuel costs.

Transport Rates

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

	Woolwich	Woolwich (Proposed)
Mileage	\$16	\$17
ALS Non-emergency	\$600	\$600
ALS	\$700	\$1,000
ALS2	\$950	\$1,400
BLS Non-emergency	\$400	\$500
BLS	\$550	\$850

Article 45 Shall an ordinance entitled Town of Woolwich Solar Energy Systems Ordinance be enacted for the Town of Woolwich.

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

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 April 19th, 2023

David A. King, Sr.
Jason A. Shaw
Dale E. Chadbourne
Allison L. Hepler
Thomas B. Davis

Attest:

Town Clerk of Woolwich, Maine

**Town of Woolwich
Municipal Officials
July 1, 2022 - June 30, 2023**

<u>Board of Selectmen:</u>	<u>Telephone</u>	<u>Cell Phone</u>	<u>Term Expiration</u>
David A. King, Sr., Chairman 60 Birchwood Rd, Woolwich, ME 04579	207-442-7642	207-751-7047	12/31/2024
Jason A. Shaw, Vice Chairman 918 Old Stage Rd, Woolwich, ME 04579	207-442-7120	207-319-8931	12/31/2023
Dale E. Chadbourne 18 Thunder Rd, Woolwich, ME 04579	207-442-8489		12/31/2025
Thomas B. Davis 86 Wolf Pond Rd, Woolwich, ME 04579	207-442-9640	207-751-6782	12/31/2025
Allison L. Hepler 417 Montsweag Rd, Woolwich, ME 04579	207-442-0754	207-319-4396	12/31/2023

Town Administrator, Treasurer, General Assistance Administrator:

Kim J. Dalton
13 Nequasset Rd, Woolwich, ME 04579 207- 442-7094, Ext 101

Tax Collector, Deputy Town Clerk, Deputy Registrar, General Assistance Assistant:

Candace M. Conrad
13 Nequasset Rd, Woolwich, ME 04579 207-442-8723, Ext 103

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

Opal Keith
13 Nequasset Rd, Woolwich, ME 04579 207-442-8723, Ext 102

Code Enforcement, Building Inspector, Plumbing Inspector, E911 Addressing Officer:

Chris Wilcoxson
13 Nequasset Rd, Woolwich, Me 04579 207-650-2920

Assessor:

Juanita C. Wilson-Hennessey
13 Nequasset Rd, Woolwich, ME 04579 207-442-7094, Ext 106 Thursdays Only

Road Commissioner:

Jack A. Shaw
911 Old Stage Rd, Woolwich, ME 04579 207-443-3932 12/31/2024

Fire Chief:

Shaun Merrill
13 Nequasset Rd, Woolwich, ME 04579 207-443-3589 207-522-3428

Animal Control Officer:

Alexia Alexander

300 George Wright Rd. Woolwich, ME 04579 207-319-8783

Shellfish Warden:

Sagadahoc Sheriff's Department

Health Officer:

Paul H. Dumdey, M. D.

346 River Rd, Woolwich, ME 04579 207-443-3479

Emergency Management Agency:

Brian Carlton, Director

13 Nequasset Rd, Woolwich, ME 04579 207-443-3589 207-837-8457

Ems Director:

Brian Carlton

13 Nequasset Rd, Woolwich, ME 04579 207-442-7094 207-837-8457

Greg Siegel 207-751-4872

Fish Commissioners:

William D. Potter, Chair 207-443-9633 2022-2026

John D. Chapman 207-443-6396 2020-2025

Bruce R. Mcelman 207-443-4877 2022-2027

Raymond E. Robson, Jr. 207-442-8746 2018-2023

Robert E. Stevens 207-443-4535 2019-2024

RSU #1 School Board Of Directors:

Jennifer Ritch-Smith

265 Phipps Point Rd, Woolwich, ME 04579 207-443-2549 207-837-1979 11-2023

Jrichsmith@rsu1.org

Jamie Dorr 207-443-5274 11-2023

Jdorr@rsu1.org

Megan Fuller

89 Varney Mill Rd, Bath, ME 04530 207-443-3190 11-2024

Maggalini@yahoo.com

Anita Brown 11-2026

Abrown@rsu1.org

William Perkins

135 Cox's Head Rd, Phippsburg, ME 04562 207-389-1631 11-2023

Wperkins@rsu1.org

Louis Ensel

1008 Middle St, Bath, ME 04530 207-442-8486 207-837-8589 11-2023

Kurt Spiridakis

Kspiridakis@rsu1.org 11-2026

State Legislature Information:

Senator, Eloise Vitelli

House District 53

State Address:

Senate Chamber

3 State House Station

Augusta, ME 04333-0003

Home Address:

73 Newtown Rd, Arrowsic, ME 04530

207-287-1515, TTY Line, 207-287-1583

1-800-423-6900 (Sessions Only)

Eloise.vitelli@legislature.maine.gov

Home Phone: 207-443-4660

Representative, Allison Hepler

House District 53

State Address:

House Of Representatives

2 State House Station

Augusta, ME 04333-0002

Home Address:

417 Montsweag Road

Woolwich, ME 04579

207-287-1400

1-800-423-2900 (Sessions Only)

TTY, Please Use Maine Relay 711

Allison.hepler@legislature.maine.gov

Home Phone: 207-442-0754

Updated By Opal Keith

1/26/2023

CITIZEN COMMITTEE LIST

July 1, 2022 - June 30, 2023

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>Term Expires</u>
AGRICULTURAL/FOREST RESOURCES COMMITTEE: (Meets As Needed)			
Joan Evan Holbrook	2 Holbrook Lane	207-607-2357	6/30/2025
Arlene Whitney	141 Old Stage Road	207-443-9489	6/30/2024
Vacancy			
Vacancy			
Vacancy			
Vacancy			
BOARD OF APPEALS: (Meets As Needed)			
Gregory Doak	46 Old Stage Road	207-442-7281	6/30/2024
Linda Potts-Crawford	67 Gotham Woods Lane	207-841-9411	6/30/2024
Jack Shaw	911 Old Stage Road	207-443-5853	6/30/2025
Paula Mckenney <i>Pcmckenney26@gmail.com</i>	26 Touassic Lane	207-841-0311	6/30/2024
Dean Hatch <i>Dhatch22@gmail.com</i>	45 Montsweag Road	909-731-6209	6/30/2024
CEMETERY COMMITTEE:			
David Bailey	384 Mountain Road	207-882-5461	
Peter North	12 Acadia Shores	207-319-7580	
Arlene Whitney	141 Old Stage Road	207-443-9489	
Carol Grose	45 Weston Road	207-443-2843	
Two Vacancies - Regular Members			
Two Vacancies - Alternate Members			
COMPREHENSIVE PLAN REVIEW COMMITTEE:			
Clark Granger, Chairperson	191 Phipps Point Road	207-442-8759	
Paul Dumdey	346 River Road	207-443-3479	
Rosemarie Granger	191 Phipps Point Road	207-442-8759	
Allison Hepler	417 Montsweag Road	207-442-0754	
Katherine Wheeler	100 Montsweag Road	207-443-5712	
Patrice Hennin	253 Barley Neck Road	207-443-1501	
CONSERVATION COMMISSION: (Meets As Needed)			
Evan Holbrook	2 Holbrook Lane	207-607-2357	6/30/2025
Paul Goscinski	53 Ames Drive	207-389-4775	6/30/2024
Vacancy			
Vacancy			
Vacancy			
Vacancy			

FAIR HEARING AUTHORITY: (Meets As Needed)

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

MONUMENT COMMITTEE: (Meets As Needed)

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

NEQUASSET CHURCH COMMITTEE: (Meets As Needed)

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

NEQUASSET PARK IMPROVEMENT COMMITTEE: AD HOC (Meets As Needed)

Natasha Burns	14 Adams Way	207-751-6497
Sue Ellen Whittaker	1156 Middle Road	207-443-1264
Linda Potts-Crawford	66 Gotham Woods	207-841-9411
Elizabeth Farmer	300 George Wright Road	207-442-0834
Crystal Murray	126 Stoney Creek	207-350-1682

PLANNING BOARD: (Meets 2nd Monday of Each Month 6:00 PM)

Greg Buczkowski, Chairperson	44 Pleasant Cove Drive	207-522-9081	6/30/2023
Deborah Locke	201 River Road	207-443-5684	6/30/2023
Michael Field	112 Delano Road	207-751-3037	6/30/2024
Gaius Hennin	242 Barley Neck Road	207-751-6432	6/30/2023
Thomas Stoner	19 Jakes Run	610-368-7077	6/30/2024
Paul Dumdey, Alt	346 River Road	207-442-3479	6/30/2023
Susan Gandy, Alt	176 Dana Mill Road	207-319-6722	6/30/2024

PUBLIC COMMUNICATIONS COMMITTEE: (Meets Second Wednesday of Month)

Alison Hepler, Ex-officio			
Thomas Davis, Chairperson	86 Wolf Pond Road	207-442-9640	6/30/2024
Caelie Smith	258 Middle Road	207-443-5221	6/30/2024
Roger Baffer	721 Middle Road	207-442-7052	6/30/2024
James Barry Todd	25 Nequasset Pines	207-240-7188	6/30/2024
One Vacancy			
Two Vacancies - Alternates			

REPRESENTATIVE-BATH WATER DISTRICT

Michael Sinton	207-442-7753	10/31/2023
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ROAD COMMITTEE: (Meets As Needed)

Jack Shaw, Ex-officio		207-443-3932	
Evan Holbrook	2 Holbrook Lane	207-607-2357	6/30/2023
James Chadwick Oliver, Jr.	1412 Middle Road	207-389-6963	6/30/2023
John G. Hauck	62 Mountain Road	207-443-6505	

SHELLFISH CONSERVATION COMMITTEE: (Meets 1st Tuesday of Each Month 6:00 PM)

Daniel Harrington, Chairperson	274 Dana Mill Road	207-443-2104	6/30/2023
<i>Harringtondan10@yahoo.com</i>			
Timothy Larochelle	357 Chopps Cross Road	207-319-9890	6/30/2025
Paul Dumdey	346 River Road	207-443-3479	6/30/2025
Stephen Lackovic	P.O. Box 282, Bristol	207-563-1078	6/30/2025
Vacancy			
Vacancy			

SOLID WASTE AND RECYCLING COMMITTEE: (Meets 3rd Wednesday of Each Month 7:00 PM)

Linda Crawford	66 Gotham Woods	207-841-9411	6/30/2025
Donald Adams	99 Shaw Road	207-443-4266	6/30/2025
Clark Granger	191 Phipps Point Road	207-242-9042	6/30/2023
Rosemarie R. Granger	191 Phipps Point Road	207-242-9042	6/30/2023
Eleanor Adams	99 Shaw Road	207-442-8497	6/30/2023

SPECIAL EVENTS COMMITTEE: (Meets As Needed)

Allison Hepler, Ex-efficio		207-442-0754	
Collette Coombs, Chairperson	8 Brookside Drive	207-443-3570	6/30/2023
Charolette Kaplan	97 Norway Drive	207-389-6170	6/30/2024
Janet Stephen	103 Delano Road	207-208-0389	6/30/2024
Tammy Given	904 Old Stage Road	207-443-3932	6/30/2024
Vacancy			

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

Administrator@woolwich.us

Telephone: 207-442-7094

Updated By: Opal Keith

5/6/2022

Town of Woolwich 2023 Holiday Schedule

HOLIDAY

New Year's Day
Martin Luther King, Jr. Day
Washington's Birthday/President's Day
Patriot's Day
Memorial Day
Juneteenth
Independence Day
Labor Day
Indigenous Peoples' Day
Veterans Day
Thanksgiving Day
Thanksgiving Friday
Christmas Day

DATE OBSERVED

*Monday, January 2, 2023**
Monday, January 16, 2023
Monday, February 20, 2023
Monday, April 17, 2023
Monday, May 29, 2023
Monday, June 19, 2023
Tuesday, July 4, 2023
Monday, September 4, 2023
Monday, October 9, 2023
*Friday, November 10, 2023**
Thursday, November 23, 2023
Friday, November 24, 2023
Monday, December 25, 2023

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

Board of Assessors' Notice

Assessors' Note:

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

Reduced Valuations for Land:

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

Property Tax Abatement:

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

Tax Exemptions:

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

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

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

Property Tax Fairness Credit:

Eligible Maine taxpayers may receive a portion of the property tax or rent paid during the tax year on the Maine individual income tax return whether they owe Maine income tax or not. To claim the credit, file a Form 1040ME and Schedule PTFC for the tax year during 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 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,

I've often thought that Maine is just one big small town connected by long roads. Well, in the past year or two, those roads have gotten steeper and bumpier as we dealt with an unprecedented pandemic and the resulting economic troubles.

As we faced the historic challenges, something impressive happened. We came together and lent a hand to our neighbors wherever we could to keep things running and spirits high.

Down in Washington, Congress tried to help Maine communities get through this struggle, so that our state would come out stronger. To do that, we put in the work and set some things into motion that are already helping Maine people. That's why you hired us, after all.

The pandemic made something we'd known for a while clear: those roads and networks that connect our big town needed repair, improvements, and expansion – from bridges to broadband. So, while Maine was uniting towards a common purpose, Congress came together to pass the *Bipartisan Infrastructure Law* – legislation that makes generational investments in physical infrastructure, broadband connections, harbors, and the energy grid. These efforts will lay the foundation for Maine's 21st century economy and make sure even the most rural areas aren't left behind.

Over the last two years, as we drove up and down our state, you couldn't help but see storefronts in trouble and prices rising as the economy struggled through a global recession. And again, while you focused your efforts on getting through the difficult times, Congress took meaningful action. We passed the *American Rescue Plan* in 2021, which enabled Governor Mills and the state of Maine to better meet the health and economic difficulties of the pandemic. At a critical moment it expanded healthcare efforts to confront COVID and invested in the state to keep the economy in far better shape than most others nationwide.

Congress didn't stop there. This year, we took even more concrete steps to cut costs, create jobs, and provide more affordable, cleaner energy. The bipartisan *CHIPS Act* will bring home the manufacturing of the technical components known as "chips" that are used in everything these days – from smartphones to microwaves to cars – and in doing so reduce prices and create good American jobs. We also passed the *Inflation Reduction Act (IRA)* to lower healthcare costs, allow Medicare to negotiate drug prices, and cut energy bills with new rebates for things like heat pumps and solar panels.

Beyond these major investments, we also passed vital legislation to improve the day-to-day lives of Maine people and Americans nationwide. On a bipartisan basis, we expanded health care for veterans exposed to toxins, strengthened protections for marriage equality, supported Ukraine as it fought off a bloody Russian invasion, secured our elections and the peaceful transfer of power, and delivered millions in federal investments to projects up and down our state.

So, as Maine worked to get through hard times, Congress took steps to support our state – and we’re already starting to see brighter days ahead. I’m proud to have played a small part down here; it’s a true privilege to listen to you, work with you, and build a brighter future for all the incredible people up and down the roads that connect our big small town. Mary and I wish you a happy, and safe 2023.

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

U.S. Senator's Report

Dear Friends:

It is an honor to represent Maine in the U.S. Senate. I am grateful for the trust that Mainers have placed in me and welcome this opportunity to share some key accomplishments for our state.

Last year, I secured more than \$500 million for 285 projects from Aroostook County to York County that will promote job creation, workforce training, and economic development; expand access to health care; improve public safety, infrastructure, and community resources; and protect our environment. To address the crisis of soaring inflation and high energy prices, I led efforts to provide \$2 billion in supplemental funds to the Low-Income Home Energy Assistance Program. In the new Congress that begins in 2023, I expect to be the Vice Chairman of the Appropriations Committee and will continue to champion investments to support Maine's communities and families.

Strengthening our economy and supporting good jobs remain a top priority. Along with the Governor and the rest of the Maine Delegation and the associations representing the lobster industry, I worked to protect our hardworking lobstermen and women by pausing for six years the onerous federal regulations that jeopardize our lobster fishery's very existence. Another ongoing threat to Maine's small businesses is the shortage of workers. That's why I led an effort to push the Administration to nearly double the number of H-2B visas that are critical to our hospitality industry. Additionally, when the Administration proposed to cut the construction of a destroyer to be built by Bath Iron Works, I restored this funding to protect Maine jobs and our national security.

When Maine Veterans' Homes announced last year that it planned to close its facilities in Caribou and Machias, I opposed that decision which would have had such a devastating effect on rural veterans and their families. I am glad that the decision was reversed, and I have secured \$3 million to help with upgrades to these facilities. My *AUTO for Vets Act* also became law, which will help disabled veterans maintain their independence by supporting the purchase of a new adaptive vehicle once a decade.

This past year, Congress demonstrated how effective it can be on behalf of the American people when both parties work together. A few of the bipartisan achievements that I was involved in include the Respect for Marriage Act, which will provide certainty to millions of loving couples in same-sex marriages while protecting religious liberties, and the *Electoral Count Reform Act*, which establishes clear guidelines for our system of certifying and counting electoral votes for President and Vice President.

No one works harder than the people of Maine, and I have honored that work ethic by showing up for every vote. During my Senate service, I have cast more than 8,500 consecutive votes, never having missed one. I remain committed to doing all that I can to address your community's concerns in 2023. If I may be of assistance to you in any way, I encourage you to contact one of my six state offices.

Sincerely,
Susan M. Collins
United States Senator

U.S. Congress

Dear Friends,

I hope this letter finds you safe and well. It's an honor to continue serving as your representative in Congress, and I take the responsibility very seriously. I appreciate the opportunity to update you on what I've been working on behalf of the people of the Second Congressional District.

In August, I voted for the *Inflation Reduction Act* because it represented a dramatic turnaround from misguided efforts to pass sweeping, ill-designed legislation that tried to accomplish too many things through budget gimmicks, setting up problematic fiscal cliffs in numerous programs and refusing to make the difficult decisions to allow for a fiscally responsible bill.

The *Inflation Reduction Act*, which was signed into law by the president, was fiscally responsible and targeted four key priorities: reducing our national debt and putting our country back on a more sustainable path, lowering the cost of prescription drugs, and making health care more affordable, investing in an all-of-the-above energy strategy to significantly increase oil, gas, and renewable energy production to lower energy costs for Americans, and cracking down on the tax avoidance of billion-dollar multinational corporations. This bill was the first major legislation in the last decade to use the reconciliation process to create a fiscally responsible budget to reduce deficits. The Congressional Budget Office estimated it would reduce deficits by approximately \$300 billion.

As a member of the House Armed Services Committee, I also helped pass the Fiscal Year 2023 National Defense Authorization Act, which among other things, included key wins for Bath shipbuilders, UMaine, and servicemembers and their families. For shipbuilders, the bill secured authorization for a third DDG-51 destroyer; established a new contract for up to 15 DDG-51 destroyers over the next five years, many of which will be built at Bath Iron Works; and included funding for shipyard infrastructure. The bill also authorized over \$25 million for defense research programs, including UMaine's large-scale manufacturing program. Finally, the bill authorized a 4.6% pay increase to help servicemembers and their families deal with rising costs due to inflation.

Additionally, at the end of 2022, Congress passed a spending bill to fund the government through September of 2023. The bill funds nearly \$27 million in funding for community projects across the Second Congressional District, a lifeline for our lobster industry that freezes any regulatory action for at least six years, and secures millions in additional funding for the Low Income Housing Energy Assistance Program (LIHEAP) to help Mainers heat their homes.

Regardless of the year, one of my top priorities is ensuring I'm accessible to you. My staff and I can help answer questions about and navigate federal programs; find resources in Maine; and resolve issues with Medicare, Social Security, the VA, and other federal agencies and programs. We are here to help:

- **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, Suite 101, Bangor, ME 04401. Phone: (207) 249-7400

I look forward to building on momentum from recent legislative wins for Mainers and continuing to work on your behalf in 2023. Do not hesitate to reach out and voice an opinion on legislation, let us know about local events, or seek assistance navigating federal agencies or programs. It's an honor to represent you in Congress, and I wish you a healthy and prosperous year to come.

Respectfully,
Jared F. Golden
Member of Congress

Governor's Report

Dear Friends:

For four years it has been my privilege to guide our great state, working with the Legislature to keep Maine people safe and put our economy on a path to recovery.

Since the arrival of the COVID-19 vaccines in December 2020, we have worked hard to get as many shots into the arms of Maine people as quickly as possible. Since the COVID-19 vaccine became available, more than a million Maine people have gotten fully vaccinated from COVID-19. It is thanks to them that our state has one of highest vaccination rates and one of the lowest death rates from COVID-19, despite having a much older population than other states. People are coming to Maine because we are one of the safest states in the nation.

Following the recommendations of the Economic Recovery Committee, our economy has not only fully recovered, but has surpassed pre-pandemic projections and unemployment claims have dropped to pre-pandemic levels. And, last year, I was pleased to sign a balanced, bipartisan budget that finally achieves the State's commitment to 55 percent education funding, fully restores revenue sharing, and expands property tax relief for Maine residents.

Maine can be proud of our nation-leading progress, but our work is far from done. Through the Maine Jobs & Recovery Plan, we will continue to address our longstanding workforce shortage, the expansion of broadband, education and job training opportunities, housing, child care, and transportation. Drawing on the hard work and resilience of Maine people, together we will rebuild our economy and rise from this unprecedented challenge a state that is stronger than ever.

In 2022, we focused on our economy, on our climate, on our kids, on keeping people safe and on the health and welfare of all Maine people. We have persevered, and, while challenges remain, we will get through them together. I am proud of the people of Maine, and I am proud to be your Governor.

Thank you,
Janet T. Mills
Governor

State Senator

Dear Friends and Residents Woolwich,

I am honored to continue serving you as your State Senator from Sagadahoc County. This is my fourth and final term in the Maine Senate. During the 131st Legislature, I promise to work hard to help you, your family, and our community.

Last week, my colleagues and I voted to pass a continuing services budget for Maine. This bill is a great example of responsible governing. Negotiating and debating the biennial budget is a long process. In years past, it's led to a lot of anxiety for folks waiting to see if lawmakers are going to make the deadline or force the state into a shutdown. Such uncertainty is not fair to municipalities, schools, or you - the tax-paying people who sent us to the State House to make responsible choices.

Just like in the 130th Legislature, we're splitting the budget into two parts: Part I is the continuing services budget that we passed last week. It funds baseline state programs as they are now. Part II will come later and will include new measures, changes, and programs. To put it another way, Part I is funding all of the things we've already agreed on, and Part II will be the new initiatives we'll negotiate this year. What that means is that we have plenty of time to debate new budget items, without the risk of a state shutdown. I especially appreciate that school funding is in place well before school budgets are finalized and presented to residents for approval. It's a process that just makes sense.

The continuing services budget reflects the stability and transparency that Maine people expect from their government. Part I of the biennial budget funds the services we've already committed to - many with strong, bipartisan support. This budget honors our commitments to property tax relief by respecting Maine's Revenue Sharing Program, protecting the Property Tax Fairness Credit, and upholding the Homestead Exemption Program. It also continues to support early care and education. Part I makes good on the State's commitment to fund education at 55 percent, funds free school meals for all, supports Maine's child care workers, and funds teacher retirement. These are not new initiatives or proposals; these are all promises that we made to Maine families in the 130th Legislature.

Beyond the budget, as the Senate Majority Leader and a member of the newly formed Joint Select Committee on Housing, I am looking forward to identifying longer-term solutions to the heating and housing crisis in Maine. Whether it's building more affordable, workforce housing, ensuring older residents can age in place, or reducing our over-reliance on fossil fuels, there is more work to do.

Sincerely,
Eloise Vitelli
Senate Majority Leader, Senate District 24
Sagadahoc County and Dresden

State Representative's Report

Dear Woolwich Neighbors:

As a Woolwich resident, it is a special honor to serve you in the Maine House of Representatives. I am proud to be your advocate in Augusta, and I am looking forward to working alongside my colleagues to find thoughtful solutions for the many challenges facing our community and our state.

I was officially sworn into office at the State House on Dec. 7, and as I write this, we have been hard at work for over three months in the first session of the 131st Legislature.

Our most significant priority will be the creation of a balanced two-year state budget, which will play a critical role in shaping the direction of our state in the near future. My top goals for the budget include protecting our sustainable marine economy and ecosystem, ensuring that we continue providing property tax relief and achieving a bipartisan budget as much as we can.

This session, I will have the honor of serving as the House chair of the Marine Resources Committee. We will oversee policy relating to the Department of Marine Resources, commercial marine fisheries management, licensing and enforcement, aquaculture and marine science and research. I am also pleased to be serving on the Agriculture, Conservation and Forestry Committee where our work will focus on farmland preservation, food safety and inspection, public lands and more. We also oversee the state parks and I'm excited to be a voice for Reid State Park and Popham Beach State Park. I was also recently appointed to return to the Inland Fisheries and Wildlife Committee.

Please feel free to contact me if I can ever be of assistance to you or your family, or if you would like to discuss or testify on any upcoming legislation. My email is allison.hepler@legislature.maine.gov and my phone number is **207-319-4396**. I also send out monthly email newsletters that provide insight into our work at the State House, offer helpful information and resources, and aim to connect you with your state government. Please let me know if you would like to receive them. Also, let me know if you'd like to visit the State House.

I'm very thankful that you have entrusted me with this great responsibility, and I look forward to connecting with you over the next two years.

Sincerely,
Allison Hepler
State Representative



COUNTY OF SAGADAHOC

COMMISSIONER CAROL A. GROSE

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

Dear Residents of District 3 in Sagadahoc County,

It is my honor to continue serving the taxpayers of District 1 as your County Commissioner. I am committed to making sure that the services provided by the County are delivered in the most cost-effective and professional way possible. My time in government has made me keenly aware of the financial constraints and challenges faced by each community and I can assure you the Commissioners are sensitive to this.

FY22 saw major changes in the labor market and unprecedented increases in the cost-of-living. It has been a challenge facing small government across the state to maintain adequate staffing levels and to navigate the changing landscape of employment. The Commissioners of Sagadahoc County were educated on many of the challenges facing their communities through the ARPA funding application process. We learned of critical needs at every level: housing, emergency response services, water and sewer infrastructure, childcare, and the list goes on. Six ARPA meetings were held in six months and the Commissioners heard from a total of 20 applicants. Final funding decisions will take place down the road, as the County's own ARPA-funded project progresses. The Commissioners prioritized building Radio Towers to improve public safety communications, and to fix the County Courthouse roof, which was long overdue. The roof repair began in July and was slated to be finished in November 2022.

Looking forward, the FY23 budget, combining operating, capital, and debt service is \$9,555,077, which is an increase of 4.80% over FY22 at \$9,117,617. Salaries account for the majority of FY23's budgetary increase. The County is still benefitting from employing a self-funded health insurance model, which has given the County more control over increases to the annual health insurance premiums. Finally, it is important to note that costs associated with Two Bridges Regional Jail, including debt service, constitute approximately 35% of the County's total budget.

Administration has been busy with several projects in recent months, including the following:

- Migrating to a new HRIS & Payroll system: ADP, which went live January 2023.
- The Midcoast Corrections Collaborative is working toward the regionalization of Two Bridges Regional Jail (co-owned and operated by Lincoln and Sagadahoc Counties) to include Knox and Waldo Counties, and thus all counties of Prosecutorial District 6.
- Creating new budget templates in preparation for the FY24 budget, and new capital accounts for all departments in an effort to budget for more expense categories long-term and developing targeted capital improvement plans (CIPs). The audit for the year ending June 30, 2021, had no material or significant deficiencies, and we anticipate the same will be true of the audit for FY22.
- The County hired an IT Administrator, who has taken on several large projects, including but not limited to: replacing the Spillman server saving 50% on the total project cost, upgrading all laptops for patrol deputy cruisers, situating county with increased internet speed and supporting the remote work preparedness by replacing laptops for all critical users within the county, updating several security policies and offered comprehensive technical support to all end users.

- Human Resources has been organizing a complete overhaul and rewrite of the Personnel Policy Handbook and is reviewing leave benefits for improvement. Among the new policies is a DEI (diversity equity and inclusion) policy and several of policies are being revised as well as procedures to increase transparency and accountability.
- Administration continues to work with the County's economic development entity, newly organized as MCOG (Midcoast Council of Governments) which serves all Sagadahoc communities. Strategic Planning sessions are being held publicly at the municipal level, and participating municipalities are focusing on opportunities for regionalization.
- Administration continues to work with MCCA (Maine County Commissioners' Association) to track and lobby for positive legislative changes.

In order to represent you effectively, it is important for me to hear from you, so please do not hesitate to contact me with questions or concerns. I can be reached at 319-5290.

Board of Commissioners meeting are held on the second Tuesday of each month at 3:00 p.m. in the Commissioners' meeting room at the County Courthouse at 752 High Street, Bath, Maine.

Respectfully,
Carol Grose
County Commissioner

Code Enforcement Officer

For the calendar year 2022, the town has seen some changes to the Code Enforcement Department. The town parted ways with Bruce Engert and our E911 Addressing Officer, Tom McKenzie stepped in as the Interim Code Enforcement Officer. Tom then resigned in December and the Town then hired Chris Wilcoxson as our CEO and LPI and also hired Kevin Bachman as our E911 Addressing officer and back up CEO.

We had a total of 61 building permits issued and 51 plumbing permits issued. Although, Chris does not keep regular office hours, he is very responsive to calls and emails. Please reach out to either the town office or Chris Wilcoxson at *woolwichceo@gmail.com* if you need assistance.

If you are in need of getting an address assigned, please reach out to Kevin Bachman at *woolwichdeputyceo@gmail.com*.

Woolwich Fire Department

In 2022 the fire department responded to 173 calls for service. Calls included Fire Suppression, Motor Vehicle Accidents, Hazardous Materials Spills, Mutual Aid, Traffic Control, EMS Assists, Commercial/Residential Alarms, and various other miscellaneous public assists. This is an increase of 15 calls from 2021.

Much like 2021, this past year has proven yet again to be another challenging year dealing with COVID-19 in many ways both operationally and from a management perspective. We have continued to adapt to all the challenges we have faced and continue to strive to provide the best service possible. Our membership numbers over the year have increased slightly from last year, which has already proved to be a huge benefit. We are truly fortunate to have such an amazing group of dedicated and professional firefighters.

We were very fortunate this year to receive a matching grant from the Maine Forest Service for 6 sets of Wildfire Personal Protective Equipment, Forestry Hose, Various Nozzles, 2 Portable Radios, 2 Pagers, and a lightweight portable Honda water pump. This grant in total will allow us to purchase nearly \$10,000 worth of equipment for half the cost, costing the town only \$5,000. We are always looking for grants and ways to purchase equipment above and beyond what the budget permits. Anyone interested in donating to assist with the purchase of equipment can see the back of the town report for a list of items to donate for both Fire and EMS. Donations can be anonymous, and all donations are tax deductible and letters are available upon request.

Please remember to replace the batteries in your smoke and CO detectors and test them monthly. We also strongly recommend that if you use any propane gas appliance in your home or business to install gas detectors. As a reminder to businesses and rental property owners that use propane gas appliances, you are now required by Maine Law to install gas detectors. We would also like to remind residents to please help us help you by making sure your address numbers are clearly visible from the roadway. We often struggle to find addresses in an emergency due to poorly marked addresses and in some cases no numbers at all. As a reminder, please be vigilant in practicing fire safety at home and have fire drills with your family.

I would like to take this opportunity to thank former Chief Demers for his 6 years of service to the town of Woolwich. His dedication and commitment to the town helped the fire department to continue to grow and progress throughout his years as chief.

In closing, I would like to thank the community for your continued support. Remember to “LIKE” Woolwich Fire/Rescue on Facebook to keep up to date with community events, safety information, as well as be watching for important Fire Danger warnings posted here and on the new Fire Danger sign along Route 1.

Respectfully submitted,
Shaun Merrill
Fire Chief



Sagadahoc County Emergency Management Agency

The Sagadahoc County Emergency Management Agency (SCEMA) is responsible for policy development, planning, agency coordination, education, and training surrounding the health and safety of those who live, work, and play within the ten municipalities of Sagadahoc County. SCEMA is charged with creating the framework for which communities reduce vulnerability to hazards and cope with disasters. SCEMA protects communities by coordinating and integrating all activities necessary to build, sustain, and improve the capability to mitigate against, prepare for, respond to, and recover from natural disasters, acts of terrorism, or other man-made disasters. Existing partnerships were enhanced and new partnerships with government, non-profit and industry were established over the course of Fiscal Year 2021/2022 (July 1, 2021 to June 30, 2022). Below are some notable accomplishments during this fiscal year.

SCEMA partnered with the Maine Centers for Disease Control and TRC Environmental to partner on an extreme temperature planning project which aims to address the needs and barriers for both residents and local governments during extreme temperature events as well as improve planning and build capacity to respond to this public health concern. A series of focus groups were conducted with local stakeholders and advocates representing the County's most vulnerable populations, to include municipal leaders. The goal of the project is to better understand the challenges citizens and local governments face, to be as responsive as possible to conditions in the County and to research alternative strategies to consider to keep our communities safer during extreme heat and extreme cold temperature events. The work will be continued into the next fiscal year and findings, planning documents, resources and guidance will be shared widely.

Additionally, SCEMA, along with our ten municipalities and one unorganized territory, worked together to update the Sagadahoc County Hazard Mitigation Plan. This Plan profiled the hazards and vulnerabilities, as well as the mitigation projects and actions identified by each jurisdiction in the County. Municipalities benefit from participation because FEMA's approval of the Plan update opens each jurisdiction's eligibility to State and Federal hazard mitigation grant funding (as available). To note, the elected officials from all jurisdictions as well as the Sagadahoc County Board of Commissioners formally adopted the Plan in three months – which is uncommon as this process typically takes close to a year to complete. Congratulations are due to each town and city for their hard work and commitment in developing the Plan update and addressing hazard mitigation on behalf of their citizens and communities.

SCEMA applied for and funded county-wide and municipal projects using Homeland Security Grant Program (HSGP) funds, and assisted three municipalities in applying for Federal grant funds to purchase generators for their emergency operations centers (EOC) through the Emergency Management Performance Grant (EMPG). SCEMA also worked closely with the Sagadahoc County Local Emergency Planning Committee (LEPC) and the Sagadahoc County Board of Health (BOH), serving as members and administrative support to both with the aim of keeping our communities, citizens and visitors safer and increasing our collective resiliency.

We are pleased and honored to continue to work with the professionals serving each municipality. The work conducted during FY2021/2022 has again re-energized and renewed our commitment to the protection of life, property and the environment for all who live, work and play in Sagadahoc County, Maine. For more information, visit us at www.sagadahoccountyme.gov. Sign-up to receive critical CodeRED public emergency notifications and like us on Facebook at www.facebook.com/SagadahocCountyEMA.

Respectfully submitted,
Sarah J. Bennett
Director

Woolwich EMS

There The following chart is the total call volume for Woolwich EMS for the past calendar years:

Year	Calls
2023 (<i>As of 3/28/23</i>)	109
2022	351
2021	288
2020	316
2019	263
2018	236

Woolwich EMS has encountered some obstacles through the last couple of years, however, our members remain committed to providing quick and quality patient care. The call volume has increased by over 100 calls since we took over as the primary EMS agency on July 1, 2019. We provided mutual aid to the Towns of Boothbay, Westport Island, Wiscasset, and Dresden during the last year.

Woolwich EMS was asked by Mid Coast Hospital to be part of a Community Transfer Truck program. We staffed our second ambulance with a crew for 12 hours on one day per week to help provide transfers out of Mid Coast Hospital to neighboring hospitals, care facilities, and residences. We did this from November 2022 to April 2023 and provided 46 transfers. This allowed for beds to be opened up which allowed for the Emergency Room to accept new patients.

Our current staff make-up is 4 EMTs, 6 AEMTs, and 2 Paramedics. Two of our EMTs are currently in school to get their AEMT certification.

To address some challenges with our staffing, and to reduce the level of potential burnout amongst our volunteers, the budget for the fiscal year beginning July 1, 2023 includes an increase to the payroll line. This will change our staffing from all volunteer to a mix of volunteer and per-diem staff. Our current staffing limits the number of EMS providers that we can attract due to a location requirement to the station. This new staffing pattern will open up the hiring capabilities and increasing our staffing levels.

The staff of Woolwich EMS is dedicated to providing quality EMS care to the citizens and visitors of Woolwich and the surrounding communities. The members have stepped up and overcome the obstacles that have presented and ensured that there is someone available to respond to all emergencies when requested.

If you have any questions about Woolwich EMS, please contact me at woolwichrescue@gmail.com at 207-443-3589, extension 109.

Respectfully submitted,
Brian Carlton
Deputy Chief/EMS Director

Local Health Officer

It has been a quiet year for the LHO, which is not to my liking since I don't get an opportunity to see some of my old patients. This raises the issue being able to stay at home as we age. It is important to keep up our social activities both for our health and happiness. If you consider yourself not active enough, the Habitat for Humanity in Topsham (207-504-9334) is looking for volunteers to winterize and other repairs for less fortunate Mainers. The main purpose of the Age-Friendly Communities of the Lower Kennebec (207-443-1573) at agefriendlylowerkennebec@gmail.com is to keep us aging at home successfully, safely, and happily. Chans Home Health Care (207-729-6782) could be of assistance also. And if all else fails, dialing 211 is always a good bet. Get off your duff, get out of the house, and socialize if you can before it's too late!

Respectively,
Paul H. Dumdey

Animal Control Officer

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

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

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

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

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

Road Commissioner

Another fickle winter is almost behind us. We certainly cannot say that Maine weather is ever boring. Enough said - we all know the deal. Spring will arrive soon!

I have once again asked the town for a \$20,000 appropriation for the maintenance of gravel roads (we have approximately 8 miles). During the last two years a significant amount of material has been added, but this will be an ongoing effort for the foreseeable future. Increased traffic and wide fluctuations in the weather really take a toll.

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

A note about spring road postings: Weight restrictions are imposed to prevent damage due to the freeze/thaw action during the early spring. A road's maximum weight limit is 23,000 pounds. The posting is temporary and designed to protect a road while it is vulnerable. I am willing to be flexible, when possible (taking a load first thing, on a cold morning), but I appreciate the phone call first and your understanding when I cannot grant the request (no aggravated hauling or starting home sites – please plan your work around the spring thaw). My job as Road Commissioner is to protect our roads to the best of my ability.

Road & Bridge Account –

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

Tar Account –

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

During 2022, the town made the following improvements:

- Dana Mill Road – shimmed & re-paved entire, approximately 1.59 miles
- Old Stage Road – shimmed & re-paved (Route 127 to Route 128), approximately 1.79 miles

As always, MANY THANKS to the Woolwich Fire Department for your valuable assistance during storms!

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 participants in a global society. The District Educational Plan is focused on employing and retaining high-quality staff, implementing an engaging curriculum and sound instructional practices, providing a safe and respectful learning environment, and collaboratively improving community relations.

COVID-19 relief funding has been instrumental in improving facilities, providing academic intervention support, offering smaller class sizes when needed, and employing additional social work services to provide social and emotional support to students. This funding continues to be critical to the district; however, all relief monies end after the 2023-2024 school year.

RSU 1 has been fortunate to be the recipient of several educational grants bringing innovative programming and support services to our students. At the high school level, Morse received a grant to offer Extended Learning Opportunities (ELOs), which are hands-on, credit-bearing learning experiences outside the traditional classroom. ELOs are highly personalized, relevant opportunities for students to connect their learning to everyday life. These experiences can be in the form of internships, job shadowing, practicums, and other career exploration activities. Bath Tech was also awarded grant funding through Jobs for Maine's Graduates to promote ELOs for students, specifically internship opportunities for second-year CTE students.

The district continues to explore options with the State for the unfortunate fire that destroyed much of the Dike Newell School. We certainly appreciated the community generosity that was displayed during this challenging time. Thank you for your continued support and partnership as we work together to provide a high-quality education for RSU 1 students.

Sincerely,
Patrick Manuel
Superintendent

RSU 1 Annual Report

2022 was a remarkable year for the RSU1 community. We lost Dike-Newell school to a fire, had to deal with a tripledemic this past fall and continue to help students catch up academically from the COVID crisis as we attended to their social and emotional needs. But I use the term remarkable because our faculty, staff, students and families stood together through each crisis, met the challenges and came out stronger in the end.

The evening before Morse High School graduation, Dike-Newell Elementary School burned due to arson. As much as it was a tragedy, everyone pitched in to give the students their final school days outside in tents at Fisher-Mitchell School. The community support was phenomenal which included volunteers, books and supplies. Thanks to the city of Bath, RSU1 was able to reclaim the old Bath Tech building at the Old Morse High and use some of the insurance money to renovate and create a temporary Dike-Newell School for the immediate future while we work with the State DOE to determine how best to build a new elementary school as soon as possible.

Faculty and staff worked diligently to assist students who had fallen behind during COVID. RSU1 has increased medical staff and social workers to help students. The administration has become keenly aware of the large need for the social workers. The federal funds that allow for the expanded staffing will run through 2024 but that doesn't mean the need for them will go away.

Breakfast and lunch continued to remain free as the State of Maine will be funding school lunches for the next two years. This has been a huge benefit to students who are guaranteed breakfast and lunch.

Amidst the challenges the students thrived. Morse has a flourishing foreign exchange student program and the number of afterschool clubs has grown. The AP offerings only get stronger with AP Seminar and AP Research. Bath Tech added Criminal Justice to its highly rated and completely full course offerings. Other schools offered off-site programming again through field trips, expanding expeditionary learning and continuing with programs like Boat Building. They also integrated technology with academics allowing students of all ages to participate in storytelling and giving older and younger students the opportunity to work together.

As a community we continue to pursue a new elementary school, develop curriculum and maintain strong social and emotional support for all RSU1 students. With the lifting of COVID restrictions many athletic teams made it to the playoffs. RSU1 diligently moves forward, thanks to its professional administration, faculty and staff.

Respectfully submitted,
Louis M. Ensel
School Board Chair

Town Administrator/Treasurer Report

It is a pleasure to work for the Town of Woolwich as the Town Administrator. This is my 5th year working for the town and I have gotten to know many residents and homeowners throughout the years. Woolwich is a wonderful community and I look forward to many years of working for the town.

The Select Board has been a huge help as always, assisting with what needs to be done to keep the town running efficiently. I would like to thank them personally for the wonderful job they do.

I would also like to thank Opal Keith and Candace Conrad for doing such a great job within the office and dealing with the day to day operations. We added a new face to the front office, Marisa Rioux who stepped up when we had some staffing issues and she has been a great asset.

If you would like to be informed when the Town has Select Board meetings, Planning Board Meetings or any other Town business, you can sign up for notifications through our website at www.woolwich.us select resources at the top of the page, select subscribe to updates and enter your information. You may also visit our Facebook page and keep updated on events.

Please feel free to reach out to me at the Town Office if you have any questions or concerns at 207-442-7094, and I would be happy to assist you.

Respectfully submitted,
Kim Dalton
Town Administrator

Tax Collector

It was been a pleasure to continue to serve the residents of Woolwich and its Select Board members during Fiscal Year 2022. Thank you for making Woolwich a pleasant place to work and live.

The responsibilities of the tax collector include, but are not limited to:

1. Processing of Tax Bills;
2. Collection of Real Estate Taxes;
3. Collection of Personal Property Taxes;
4. Correspondence with Attorneys, Banks, and Taxpayers on Tax Problems;
5. Filing of Tax Liens;
6. Registry research for Titles and Liens;
7. Foreclosure of Liens;
8. Inquiries from Banks, Realtors, and Mortgage Companies for Tax Information;
9. Preparing Discharges and Quitclaim Deeds;
10. Processing Motor Vehicle Registrations;
11. Processing Snowmobile, Boat Registrations; and
12. Issues Hunting/Fishing Licenses and Permits.

Real estate tax liens for non-payment of taxes are placed in mid-August following the April due date. Tax liens mature 18 months following the commitment date automatically foreclosing if not paid in full.

Fiscal year 2022 was another outstanding collection year for real estate and personal property taxes. Only 32 tax liens were recorded for delinquent real estate taxes (down from 85 liens the year prior); while personal property taxes reached an outstanding 100 percent collection. Of the 32 real estate properties, 31 properties were paid in full before the foreclosure date. While only 1 property remained unpaid and was foreclosed on for non-payment of fiscal year 2019 taxes.

Respectfully,
Candace M. Conrad
Tax Collector

Town Clerk

I want to thank the Town of Woolwich for giving me such a heartfelt welcome to this town. It has been an honor serving all of you this past year! I am also appreciative of those who took the time to serve as election workers, this year! Your time and dedication were such a tremendous help, Thank you all! If you any interest in working as an election worker, please contact me at townclerk@woolwich.us.

Vital Record Reminders: If you wish to get a marriage license, make sure you give yourself a couple of days before the planned ceremony to ensure you have completed all the necessary paperwork. Before you come to get your license, please keep in mind it takes about an hour to get a marriage license done at the Town Office.

Inland Fisheries Reminder: While not required, bringing in any documentation you have when renewing the registration on your vehicle can ensure a faster transaction at the Town Office!

A reminder of the current Town Office hours:

Monday 9-5 Tuesday 9-5 Wednesday 10-6 Thursday 9-5 Friday 9-3

Shellfish Licenses 2022

6 Resident Commercial

1 Non-Resident Commercial

1 Resident Recreational

1 Non-Resident Recreational

Dog Licenses 2022

35 Unaltered

276 Spayed/Neutered

5 Kennel License

Reminder: New dogs must be licensed after 6 months of age and each year thereafter and owners must show proof of a current rabies vaccination. This may be done at the Town Office, by mail, by phone with a credit card, or online through the Maine.gov website. Fees are \$6 altered, \$11 unaltered. Licenses become available on October 15. After the end of January there is a \$25.00 late fee for each license.

Inland Fisheries and Wildlife

July 2022 - June 2023

ATV - New	23	ATV - Renewal	87	ATV - Transfer	
ATV - Duplicate					
Snowmobile - New	26	Snowmobile - Renewal	44	Snowmobile - Duplicate	
Boats - New	56	Boats - Renewal	308	Boats - Transfer	1
Boats - Duplicate	3	Boats - Milfoil Upgrade	0	PWC - New	2
PWC - Renewal	3				
Hunt/Fish Combo	36	Hunting	23	Fishing	65

continued next page

Archery	6	Expanded Archery	4	Crossbow	3
Migratory Waterfowl	9	Jr. Hunt	2	Day Fish	1
Coyote Night Hunt	4	Muzzleloader	7	Bear	
Spring/Fall Turkey	3	Small Game		Over-70 Lifetime	10
NR Hunt/Fish Combo		NR 3-Day Fish		NR Season Fish	1
Saltwater Fish Reg	15	Res Superpack		Over-70 Upgrade	

VITAL STATISTICS RECORDS 2022

In Memory Of:

Name	Age	Town of Residence	Date of Death
Anderson, Harold J.	72	Woolwich	06/15/2022
Applebee, Peter H.	74	Woolwich	07/15/2022
Arsenault, Deborah Ann	70	Woolwich	07/13/2022
Belanger, Rosanne	68	Woolwich	10/19/2022
Coffin, Nancy Rose	94	Woolwich	03/20/2022
Cressey, Robert L.	74	Woolwich	01/20/2022
Davis, Clinton Edward	95	Woolwich	03/27/2022
Doyle, John Everett Jr.	83	Woolwich	08/21/2022
Fitzgerald, Irene	68	Woolwich	09/03/2022
Gilmore, Benson Paul	68	Woolwich	04/25/2022
Gray, Vaughn Merle	69	Woolwich	12/17/2022
Hanning, Gary Wayne	70	Woolwich	02/17/2022
Harper, Camilla L.	83	Woolwich	10/23/2022
Human, Scott Anthony	50	Woolwich	10/31/2022
James, James Drake	84	Woolwich	07/18/2022
Jordan, Joan Marie	80	Woolwich	02/18/2022
Kaplan, Joan A.	85	Woolwich	01/12/2022
Kenney, Donald Cromwell	89	Woolwich	12/23/2022
Kenney, Shirley Anne	87	Woolwich	12/06/2022
Lagner, Richard Malcolm	94	Woolwich	02/27/2022
McCobb, Laurette Florence	91	Woolwich	11/17/2022
Mesplay, Marilyn I.	84	Woolwich	07/11/2022
Moreau, Daniel Theodore	59	Woolwich	09/27/2022
Page, Stephanie A.	70	Woolwich	12/26/2022
Ponziani, Raymond E.	80	Woolwich	06/28/2022
Potter, Barbara A.	80	Woolwich	10/24/2022
Reed, Helen Elizabeth	93	Woolwich	04/17/2022
Rogers, Kathryn Helen	91	Woolwich	09/05/2022
Sinibaldi, Richard Etere	77	Woolwich	07/07/2022
Stinson, Delmar Ardenne	82	Woolwich	01/20/2022
Youland, Dennis Anton	72	Woolwich	06/01/2022
TOTAL	31		

There were 26 births in 2022. An increase of 8 since 2021.

There were 20 marriages associated with Woolwich in 2022. A decrease of 9 since 2021.

Annual Report of the Selectboard

We start this year's report with some new changes. First, thanks to the work of the Communications Committee, especially Roger Baffer, our selectboard meetings are being recorded and posted on the Town's Youtube channel. Second, we have a new member, Thomas Davis, who has already been active in Town activities, and we thank Allen Greene for his six years of service to the Town. Finally, we have a new meeting night - the first and third Wednesday of the month (instead of Monday).

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

We have praise and thanks for our Town staff. Kim Dalton's steady hand at the helm of the Town Office staff for four years as Town Administrator has provided consistency and quality, and Candace Conrad of Woolwich continues to serve as our Tax Collector, and Opal Keith, who is our Town Clerk. So please stop by and say hello! You can find out more about each of their activities elsewhere in this Annual Report.

As anyone who has been on Route 1 knows, the replacement of the Station 46 bridge over the railroad tracks below the Taste of Maine, and the raising of Route 1 in the low spot near the dike is ongoing, and still on schedule. We're also experiencing a temporary signalized traffic light at the intersection of Route 1 and Nequasset Road, and a public meeting with Maine DOT on the project last November brought out about 70 residents. A permanent light at that intersection is planned in 2024. With the help of funding from the Kennebec Estuary Land Trust, we'll also be making some improvements to the Nequasset Road and George Wright Road intersection and the stretch of Nequasset Road from that intersection to Route 1. Along with the Road Commissioner, we have continued to meet with Maine Department of Transportation officials as issues with this project have emerged. We appreciate the feedback we've received from residents and do our best to respond to them.

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

We held our regular Town Meeting in late April, in the Woolwich Central School, and honored a new organization of volunteers, the Friends of Nequasset Cemetery, with the Town's Spirit of America award. Stop by the cemetery and see the work they've done.

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. Here's a taste of the work done by volunteers this past year: The Special Events committee hosted another well-attended Woolwich Community Picnic this summer. The Special Events Committee also worked with Roger Brawn this year to co-host a Veterans Day ceremony at Laurel Grove cemetery. We're also grateful to Roger for coordinating a wreath-laying event in December to remember those who served. The Communications Committee, in addition to recording our selectboard meetings, has been working hard to provide townwide broadband service to all residents. Another ad hoc group of volunteers has been meeting regularly to develop a proposed ordinance regarding the construction of solar farms in the Town's rural zones which will be voted on at this year's Town Meeting. Our Fire Department and EMS continue to respond to the various emergencies in our town, and we are grateful.

This past year - and every year - we are also grateful for each other and our capacity to adapt. This is a great place to live and we are honored to have the opportunity to serve the Town. The Selectboard meets the first and third Wednesdays 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
Jason Shaw, Vice-Chair
Dale Chadbourne
Thomas Davis
Allison Hepler

Planning Board

2022 was a fairly busy year of the Planning Board. The preponderance of issues before the Board continued to be Site Plan Reviews related to adult use recreational cannabis retail establishments. Unless one or more of the entities who have received Site Plan approval for these facilities do not proceed, the town will have received the limit of recreational adult use cannabis facilities permitted by the Town's ordinances. Other Site Plan review activity, requests for modifications to previously approved subdivision plans, and home occupation businesses permits filled most of the balance of the 2022 slate. The Board also continued in discussion with an applicant for the first new subdivision to have been proposed in over ten years. It is also the first serious cluster development to have been proposed for Woolwich. Several of the items before the Board in 2022 addressed unique circumstances not fully foreseen by our current ordinances, and required collaboration with the Select Board, the Town's attorney, and other officials. Reviewing and revising our ordinances to ensure that they address current circumstance and needs remains a priority for the Board.

All are invited to attend the meetings of the Planning Board. The Board meets on the second Monday of every month at 6:00 P.M. in the upper conference room of the Town Office. We also meet as required to conduct site inspections and to address urgent business that could not be dispensed with at the regular monthly meeting. All meetings are open to the public. If you have not signed up to receive email and text notifications for the various meeting and town events, we encourage you to do so. Contact the Town Office to be added.

Respectfully submitted on behalf of the Woolwich Planning Board,
Gregg S. Buczkowski, Chair
Debbie Locke
Gaius Hennin
Paul Dumdey
Leigh Callahan
Michael Fields
Suzanne Gandy

Woolwich Historical Society

“Our mission is to preserve the records and relics of the life and times of the town of Woolwich.”

Please join me on a trip through the events of the Historical Society in 2022! Winter months are for planning, and that is what the Board worked on then. On May 30, we coordinated the Annual Town Memorial Day service, held in the Nequasset Meetinghouse. Allison Hepler was our speaker, Pastors/members of our churches participated, and the Montsweagers provided the music. It was well attended.

The 4-week Town History Series, sponsored by the Bath Historical Society & the Patten Free Library, is held in Jan & Feb we were represented by Allison Hepler sharing the history of the Montsweag Restaurant.

It has been our tradition to award a History of Woolwich book and a check to a Morse graduate from Woolwich - McKenzie Wilson was chosen this year.

In an effort to increase our visibility, we created a new brochure and mailed it to our mailing list and to all Woolwich taxpayers. We were also present with our sales items whenever the Town was voting (May, June, Nov).

The museum was open on Sunday afternoons in June, July & August - staffed by various Board members. On one June afternoon, Todd McPhee shared the history of the Spencer carbine, which was enjoyed by many.

In August we participated in Woolwich Community Day; located under the big tent in our parking area. (Thank you, Woolwich Fire Dept, for putting it up!) Besides the Museum welcoming many visitors, we resumed having a bake sale in the barn, which was well received. Thanks to all who donated, and who bought, those items! And to Brackett's Market for their support.

In October, we celebrated our Distinguished Service Award dinner - held this year at Montsweag Restaurant. The awardee was Debbie Locke, for 30 years of Board involvement. We also recognized 3 Board members whose terms were expiring - Collette Coombs (1999), Tammy Given (2000) and Todd McPhee (2001). And we welcomed onto the Board two people who care about Woolwich and bring with them new skills, ideas and energy: Steve Gingrich & Amanda Montgomery Martin.

Through the year, we maintained displays in our Display Case in the lobby of the Town office. Displayed this year were Painted Trays, Corliss Pottery, Carnival Glass, & Woven & Metal Baskets.

We continue to appreciate the Bath Garden Club's maintenance of our gardens and were glad to loan them our barn in April-May for use in potting plants for their spring sale. They kindly put an overhead light in that space. In July, about 30 of their members visited the various gardens they maintain, and included visiting the Meetinghouse and the Museum. Members & friends also created a new walkway from the driveway to the back steps.

On behalf of the Society - thank YOU for your support! And, if you have not visited us (next to the Municipal building) please come this June - Aug - Sundays - 12-4 or call for an appointment!

Joyfully!

Debbie Locke, President

Stephen Gehnrich

Sherry Goodkowsky

Carol Grose

Allison Hepler

Debbie Locke

Amanda Montgomery Martin

Chad Oliver

Ann Pieczek

Jason Shaw

Jan Stephen

Nancy Wright

Nequasset Meeting House

In 2022, The Meetinghouse was used for Town-sponsored events on 2 occasions.

On May 30, the Annual Town of Woolwich Memorial Day service was held there, coordinated by the Woolwich Historical Society. This service rotates through the 4 active Churches in Town, plus the Meetinghouse. The Montsweagers provided music and Allison Hepler was MC and speaker.

On November 11, the Annual Veteran's Day service was not held here, but interested citizens were welcomed to a service at the Laurel Grove Cemetery sponsored by their Cemetery Association.

On December 4, the Annual Holiday Sing, sponsored by the Special Events Committee, was held indoors, for the first time in 3 years. Allison Hepler was MC, the Montsweagers provided music, and Tamara Lilly read "The Night Before Christmas," and Santa visited! It was well attended.

In addition, the building was opened by Historical Society volunteers 2 or 3 times for visitors who asked to see the inside.

Although not a responsibility of this committee, note needs to be made that, again this year, a great deal of work was done by a number of volunteers in the adjacent cemetery - cleaning, identifying, and mapping the stones.

This is the Town's largest indoor gathering place outside of the Woolwich Central School, and we are very proud of the building and its history. The job of this Committee is to recommend maintenance to the Selectboard & Townspeople, and to do light cleaning as needed. If you are interested in being on the Committee, please let a Committee member or the Town Office know.

Thank YOU for continuing to support the ongoing needs of this Historic Town treasure!

Debbie Locke, Committee chair
Carol Grose
Chris Stacy Hallowell
Debbie Locke
Barbara Richards
Jason Shaw

Monument Committee

The veteran's monument committee is making its annual request for funding. It is appreciated that the townspeople have supported funding in the past years.

Since there must be Woolwich residents that have joined branches of military since the monument has been erected in Sagadahoc Ferry, the Veterans of Foreign Wars Post 7738 are seeking information on those people so that the Post could offer any assistance that might be needed. The monument committee can be notified through the Woolwich Town Office.

The monument site is cleaned, trimmed, and raked before Memorial Day. Wreaths and flowers are placed at appropriate times by the VFW and committee members along with new flags.

The committee thanks the townspeople for their willingness to support this budget request.

Respectfully submitted,
Woolwich Monument Committee

Fish Commissioners

The 2022 Woolwich fishing rights were awarded to Steve Bodge based on his proven experience at Nequasset and his fisheries stewardship. This year's harvest was 651 bushels, showing a successful harvest although again on the low end of recent harvests. The harvester also smokes alewives for sale during the season.

KELT directed a physical count of fish into Nequasset Lake. The count and harvest catch showed favorable correlation and that escapement, to the lake was maintaining a sustainable migration based on Maine DMR standards. Complete count results from recent years are posted on the KELT website. To assure sufficient escapement the harvest was stopped a few days early this year so that 100 percent of the late May/June migration went into the lake.

KELT will continue the fish count in 2023 and is encouraging volunteers to assist. The portable safety rail at the counter's station on the dam was installed for the 2022 migration and will be used again this year. Scale sample collection to support DMR biological data was provided as requested.

The Fish Commission again recommended to the Select Board that some retained harvest earning held in the Fishway account be transferred for town use maintaining Woolwich historic properties. At the Town Meeting this transfer was authorized with the amount to be determined following the 2023 alewife harvest. This year the Select Board again directed these funds toward maintenance of Woolwich's Old Town House on Old Stage Road. The Fish Commission is pleased to provide these funds toward repairs to town historical properties.

Fish Commissioner Ray Robson, who has served for many years, will not continue for another term because of work commitments. We thank Ray for his service to the town. Pat Hennin has agreed to fill this position subject to confirmation by vote at the town meeting.

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

Shellfish Committee

Over the last year and a half we have been without municipal warden service. After 20 years of service to the town of Woolwich, Jon Hentz announced his retirement. We would like to thank him for the time he served us. Our most recent goals have been to find a replacement for the service Jon provided. After a lot of inquiries and meetings to find a replacement, we were able to secure the services of the Sagadahoc Sherriff's Department. We look forward to working with them to fill in the large gap left by Jon's departure.

Respectfully submitted,
Woolwich Shellfish Committee
Dan Harrington, Chairman

Special Events Committee

Our committee is responsible for three annual events: Veterans Day Memorial Service, Town of Woolwich Annual Tree Lighting and Caroling, and the Woolwich Community Picnic.

The Town of Woolwich participated in an outdoor Veterans Day service, November 11th, 2022, at Laurel Grove Cemetery, led by Roger Brawn. The blend of attendees offered an on-site tribute to those who have served our country.

The Woolwich Community Picnic was held on a sunny August 20th, hosted by the Town, under a large tent, on the grounds of Town Hall. This free event was well-attended, and many lingered throughout the sunny afternoon, as neighbors became acquainted and re-acquainted. The Woolwich Historical Society provided an open house and bake sale. Members of the Select Board grilled and served hot dogs, hamburgers, and all the trimmings, as the joyful music of the Montsweagers wafted throughout the grounds. The day was topped off with homemade ice cream, generously churned and contributed by the Hennin family!

The Town launched the Holiday season on December 4th, with its Annual Tree Lighting and Caroling inside Nequasset Meetinghouse. The Montsweagers provided musical joy and accompaniment for a merry evening of fellowship and refreshments, provided by the Special Events Committee. Santa arrived to offer cookies for the children, followed by the lighting of the tree outdoors and final caroling. Non-perishable items were collected for the Bath Area Food Bank.

The Special Events Committee is a volunteer group, who cultivates community spirit and involvement for the Town of Woolwich. Volunteers are always welcome!

Kyle Beeton
Collette Coombs
Suzanne Gandy
Janice and Allen Greene
Allison Hepler, Ex officio
Charlotte Kaplan
Jan Stephen

Public Communications Committee

It has been a busy year for the Public Communications committee! We have been continuing our efforts, at the request of the Selectboard, to investigate broadband internet service options for our town, and to make sure that every household will have access to adequate internet bandwidth. We have also made improvements to our town's website, and continued our digital outreach to town residents.

Broadband

Our committee continues to attend workshop and educational programs about broadband options in Maine. We applied for and received a grant from the Island Institute to hire broadband consultants to evaluate the cost and logistics of bringing broadband to all of Woolwich. With that grant money, we engaged Axiom Technologies to do this investigation, and they delivered a comprehensive report to the town detailing our town's existing communications infrastructure, and the options for bringing fiber optic service here. We attended the Maine Broadband Summit in Waterville, and have been collaborating monthly with our neighbors in Dresden, Wiscasset and Bath to share knowledge and resources. Our efforts this year culminated in the recommendation to the Selectboard that we partner with Consolidated Communications to apply for a Maine Connectivity Authority grant to bring broadband to Woolwich.

We also applied for and won an additional grant from the Maine Connectivity Authority to help with outreach and education to Woolwich residents about broadband's benefits and options. This grant also gives our town funds for advancing digital equity programs and education, which will help ensure that training and access to mobile and desktop devices will be available to everyone who needs help effectively using the internet.

Cable Channel 3 and YouTube

The communications committee continues to record many of our public meetings and events. They are posted regularly on on Cable Channel 3 as well as the Town of Woolwich Maine YouTube channel. A calendar of events as well as general town information is posted on the Cable Channel 3 bulletin board, where you can also hear NOAA weather broadcasts.

Website

Our town website has recently been given a cosmetic overhaul, and is hopefully much easier to navigate to find the resources and information you need. We have also recently added a citizen request system, called "Hey311." This system is provided by our website hosting vendor, and is an easy way to let the town know about problems or questions you may have. Hit the "Submit A Request" button to use this system.

If you want to get an email when there are new items posted to our website, including meeting announcements, please make sure you sign up to receive notifications. Sign up for this service on the town's home page at *woolwich.us*.

The town website has many useful resources such as tax maps, ordinances, board and committee meeting minutes and agendas, and useful contacts and resources for residents of Woolwich. Please contact any of the communication committee members if you have any suggestions or corrections for website content.

The town's Facebook page www.facebook.com/TownOfWoolwich is also used by town staff as an additional means of delivering news about events and town affairs.

Respectfully submitted,

Roger Baffer

Thomas Davis, Chair

Daniel Evarts

Allison Hepler

Janine Lipfert

Caelie Smith

Solid Waste and Recycling Committee

Solid waste is picked up weekly on Tuesday and Wednesday and recycling is collected every other Monday. The costs associated with Riverside Disposal collecting and hauling our refuse include costs for personnel, fuel, and equipment and have been stable for the last three years. We have a separate contract with ecomaine that covers the cost to dispose of solid waste materials and to sell the materials that can be recycled. Market rates for various recyclables vary considerably.

Last year our town saved over \$15,500 by recycling. In 2022 savings decreased to \$9,040 due to a downward trend in the amount of material recycled. Looking ahead, ecomaine's estimates, based on their industry research, that recycling markets will continue to fluctuate. Though much of recycling material is marketed in North America, the war in Ukraine and world unrest have an impact on recycling markets. Ecomaine's trash to energy system has kept the tipping fees lower than competitors even as its fuel prices and personnel costs are rising. It also faces the cost of replacing its aging equipment in the coming years. Woolwich will benefit financially from individual and families' efforts to reduce consumption and waste, to increase recycling, and to recycle only materials that can be sorted and sold. If you have a question about what to recycle, please get in touch with ecomaine at info@ecomaine.org, 207-773-1738, or contact Jonathan Appleyard, 207-807-6631.

A Comparison of Annual Solid Waste and Recycling Tonnage:

Year	RECYCLED Materials in tons	Tipping fee per ton	SOLID WASTE Trash in tons	Tipping fee per ton	Savings per ton
2018	235	\$53.33	892	\$58.72	\$5.41
2019	197	\$55.00	965	\$60.42	\$5.42
2020	221	\$52.29	1068	\$61.13	\$8.84
2021	201	-\$2.27	1068	\$75.20	\$77.47
2022	187	\$31.33	1089	\$79.67	\$48.34

The Committee has not met during the pandemic but looks forward to meeting again on the 3rd Wednesday of each month at 7 PM when there is business. All are welcome to attend and to send along comments. FMI please contact Jonathan Appleyard, jonathanappleyard@gmail.com.

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



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 2021-2022 has enabled:

123,630 people to visit the Library
113,170 total physical items to be borrowed
27,463 items to be borrowed and loaned through interlibrary loan
13,066 eBooks and audiobooks to be borrowed
1,799 films viewed through an online streaming service
8,080 people to use the public computers
5,774 reference questions to be answered
4,699 items to be added to the collection
7,403 people to attend **190** children's programs
1,118 people to attend **71** adult programs
553 young adults to attend **40** programs
34 adults to participate in the Summer Reading Program
188 children to participate in the Summer Reading Program
41 teens to participate in the Teen Summer Reading Program
2,183 Grab & Go Kits given out
599 parks and museum passes distributed

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 to Woolwich in 2021-22 include:

- ◆ The 18th Annual Town History Series, featuring Woolwich: "From Apples to Ale - A History of Montsweag Farm" presented by Allison Hepler
- ◆ Homebound Delivery Service to Woolwich residents
- ◆ Participants from Woolwich in PFL's Poetry and Writing Contests
- ◆ *Oceans of Possibilities* children's summer reading program with 261 participants; 58 of them from Woolwich
- ◆ **80** new library cards issued to Woolwich residents; 64 adult, 14 children, 2 young adult
- ◆ **1,002** Woolwich library cardholders who borrowed **12,786** physical items

Respectfully submitted,
 Lesley Dolinger
 Director

Maine Municipal Association

60 Community Drive, Augusta, ME 04330

Telephone: (207) 623-8428 • Website: www.memun.org

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

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

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

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

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

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

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

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

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

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

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

How can I learn more about the Maine Municipal Association?

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

Municipal Government In Maine

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

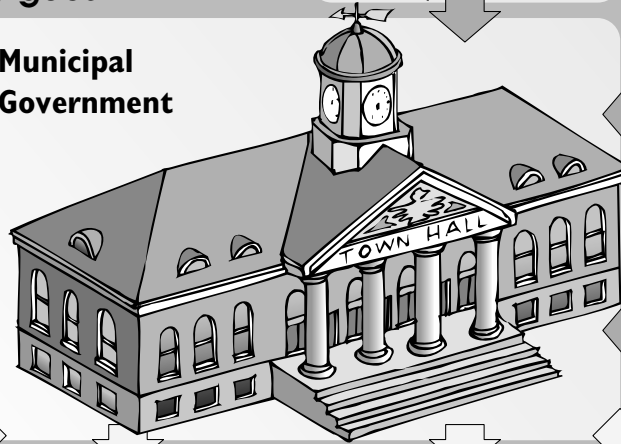
This poster shows the many services provided by local government in towns and cities in Maine.

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

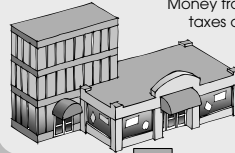
Citizen Involvement

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



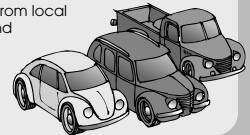
From businesses
Money from local taxes and fees



From people and homes
Money from local taxes and fees



From car and truck owners
Money from local taxes and fees

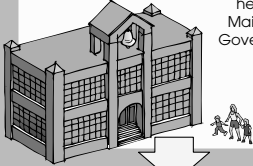


From state and federal government
Money from state and federal taxes



Schools

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



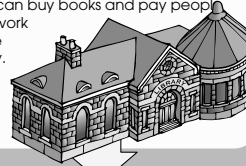
Police Department

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.



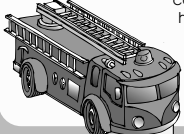
Parks and Recreation

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.



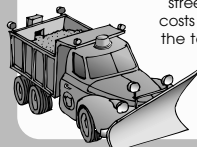
Fire Department

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.



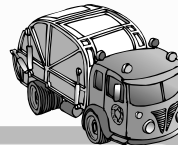
Highway or Public Works

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

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

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www.memun.org

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

Bath Water District Trustee

Meetings with the Select Board

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

Bath Water District Activities

Trevor Hunt retired as superintendent of the District this year and a longtime employee Nate Bodge was selected as the new superintendent, Thanks to Trevor for his insight and vision for the District and for his continued support of the town.

The District has been operating and undertaking all protocols regarding exposure to the COVID-19 virus. Setting up limited access to the office and partitions in the office enabled the personnel to handle office operation without interruption. No disruption occurred as a result of the Covid-19 virus with operations and repairs. The crews went through several exposures which were handled under protocols and without incident.

All interested parties (Town of Woolwich, District, MDOT and KELP) worked out a redesign plan and started construction on that plan to redesign Route One over the in-flow out-flow culvert near the Taste of Maine. The District has a major distribution pipe for Bath and West Bath in the construction zone which was relocated without incident or disruption of water services.

In order to make the District's water treatment plant more efficient, a third filtration system was completed and tested. This filter will give the District the flexibility to perform upgrades on the other two filters and rotation plan to add to the efficiency of providing quality water to the customer. Phase one upgrade included an expansion of the building, construction of the third filter bed, an upgrade of the security system and fencing. Phase two has been completed which includes an upgrade and repair of the two existing filters and replacement of the filter media. All three filters are working and in rotation.

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. The District started a 16 inch feeder pipe as an alternate supply for Bath and West Bath along Middle Road in Woolwich running to the treatment plant. This pipeline will give the District more flexibility in serving customers. Additional fire protection service will be available to residents on Middle Road and pipeline will eliminate polluted wells which is a town liability. The design was approved and a contractor selected. Construction will start the summer of 2023.

The electronic meter reading system is working well and being used to generate billing statements for customer usage. The system can read all District meters including Woolwich and will enable the District to detect leaks and high water usage which will save customers money on large water bills. Going forward the meters are being upgraded to ensure the system will give long term readings. Electronic meters and customer billing system saves money and becomes an in-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. Despite the COVID-19 virus 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 conducted 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. No evidence of “forever chemicals” was detected in the system or in the watershed.

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. 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 District customers. It coordinated with all state agencies regarding the protocols needed to work in a COVID-19 environment.

Nequasset Lake Fish Ladder Repair Project

The Fish Ladder was upgraded and checked by the District for the season with the fish arriving the second week in May. The Alewife production for 2022 was average for the season. The fish count was conducted by volunteers coordinated by Kennebec Estuary Land Trust.

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 office. The ice out date was officially recorded as March 27, 2022.

Forest Projects

Due to the issues around COVID-19 and falling prices for cut trees, no forest harvesting activity was undertaken for 2022. When started up again the plan is to start with the property on Middle Road. The District is working within the guidelines the Forest Management Plan and continues to harvest the forest inventory and restoration on its properties around the lake pursuant to the plan. 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

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Woolwich, as of and for the years ended June 30, 2022 and 2021, and the related notes to the financial statements, which collectively comprise the Town of Woolwich's basic financial statements.

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, 2022 and 2021, 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.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town of Woolwich, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Woolwich's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Town of Woolwich's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Woolwich's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

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.

Supplementary 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 fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The 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.

Bath, Maine

December 5, 2022

**TOWN OF WOOLWICH
MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)
FISCAL YEAR JULY 1, 2021 THROUGH JUNE 30, 2022**

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, 2021 through June 30, 2022. 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 \$4,235,720.18.
2. The Town's total ending fund balance for all governmental funds combined was \$2,188,497.99 on June 30, 2022.
3. The Undesignated Unreserved Fund Balance (Surplus) is \$1,616,502.06 on June 30, 2022. This is an increase of \$35,740.54 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

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 government's 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 monies 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 B-12.

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

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

TOWN OF WOOLWICH FINANCIAL ANALYSIS

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

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

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

The *general fund* balance started at \$1,580,761.52 on July 1st, unexpended funds lapsing to surplus totaled \$1,373,958.24. Town meetings withdrawal of \$1,300,000.00; an increase in deferred tax revenue of \$34,526.05; and \$3,691.65 used for additional spending, leaving a balance of \$1,616,502.06 at June 30, 2022.

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 2021 to consider and review the budget for fiscal year 2022. After a full line item review of the budget - a final budget was adopted by the Board of Selectmen and recommended its passage at the annual Town Meeting held on May 26, 2021. Town Meeting approved the proposed budget that was presented by the Board of Selectmen for fiscal year 2022 in the amount of \$2,219,816.05. This budget was an increase of \$280,200.63 over the FY21 budget.

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

2012- 2013	2013- 2014	2014- 2015	2015- 2016	2016- 2017	2017- 2018	2018- 2019	2019- 2020	2020- 2021	2021 2022
12.80	13.80	14.30	14.20	14.20	14.40	15.00	15.15	15.4	15.4

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.

	2017	2018	2019	2020	2021	2022
Municipal Buildings Reserve	\$ 21,443	\$ 20,367	\$ 16,507	\$ 8,184	\$ 47,288	\$ 30,437
Emergency Services Reserve	\$ 26,152	\$ 36,897	\$	\$	\$	\$
Old Town House Reserve	\$ 2,266	\$ 2,009	\$ 1,990	\$ 1,998	\$ 2,003	\$ 2,005
Septic Reserve	\$ 14,580	\$ 14,602	\$ 14,645	\$ 14,704	\$ 14,739	\$ 14,757
Generator Reserve	\$ 2,002	\$ 3,005	\$ 4,014	\$ 4,260	\$ 5,271	\$ 5,278
Elevator Reserve	\$ 1,001	\$ 2,003	\$ 3,009	\$ 4,017	\$ 4,024	\$ 4,027
Solar Panel Reserve	\$	\$	\$ 7,010	\$ 14,049	\$ 21,078	\$ 28,108

Long Term Debt: The Town of Woolwich's long-term debt outstanding at fiscal year-end totals \$286,470.54, a decrease of \$74,472.32 from fiscal year 2021. 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 has been awarded a Harbor Management and Access Grant in the amount of \$15,000.00 for upgrades to Nequasset Park, and will consist of completing Phase II, which includes a hard surface ramp for ADA accessibility to the swimming area and extending the existing hand carry boat ramp, along with purchasing and installation of three floats.

The Town also received \$336,354.20 in ARPA funding from the Federal Government which has been dedicated and approved for Culvert Replacement, a ventilation system in the municipal building, a 2nd Lucas device for the EMS Department, a town revaluation, premium pay for essential workers, broadband, and a new computer server for the town office.

The Town Office also received the Ed McDonald Safety Grant from Maine Municipal Association in the amount of \$3,000.00 which was used to install new non slip flooring in the front lobby at the Town Office.

The Town welcomed a new Fire Chief, Shaun Merrill was selected among 5 other applicants. Shaun was currently a Captain with the Department and works for Sagadahoc County dispatch.

The Town Office also welcomed a new Town Clerk. Opal Keith started as Town Clerk in March and has definitely been a great asset to the town.

It is always a pleasure to work for the Town of Woolwich as the Town Administrator.

Please feel free to reach out to me if you should have any questions or concerns. 207-442-7094.

Respectfully submitted,

Kimberly Dalton
Town Administrator

TOWN OF WOOLWICH
STATEMENTS OF NET POSITION
JUNE 30, 2022 AND 2021

Exhibit A

	2022	2021
ASSETS		
CURRENT ASSETS:		
Cash (Note B)	\$ 1,988,243.29	\$ 1,473,033.79
Accounts Receivable (Note C)	101,053.63	111,235.94
Taxes Receivable	112,078.35	107,434.77
Tax Liens	22,577.07	31,001.95
Investments (Note B)	387,621.18	381,467.37
Prepaid Expenses	1,098.00	2,060.00
Due From Other Funds	78,777.45	61,916.83
Total Current Assets	<u>\$ 2,691,448.97</u>	<u>\$ 2,168,150.65</u>
PROPERTY, PLANT, AND EQUIPMENT (NOTE I):		
Land and Improvements	\$ 299,344.00	\$ 297,248.00
Buildings	979,783.00	968,517.00
Equipment	1,623,586.97	1,582,905.97
Infrastructure	4,495,589.65	4,172,658.65
Total Property, Plant, and Equipment	<u>\$ 7,398,303.62</u>	<u>\$ 7,021,329.62</u>
Less: Accumulated Depreciation	<u>(5,183,126.00)</u>	<u>(4,951,830.00)</u>
Net Property, Plant, and Equipment	<u>\$ 2,215,177.62</u>	<u>\$ 2,069,499.62</u>
Total Assets	<u><u>\$ 4,906,626.59</u></u>	<u><u>\$ 4,237,650.27</u></u>
LIABILITIES AND NET POSITION		
CURRENT LIABILITIES:		
Notes Payable (Note D)	\$ 71,228.57	\$ 86,228.57
Accounts Payable - Trade	149,139.85	90,003.95
Due To Other Funds	78,777.45	61,916.83
Deferred Revenue (Note G)	168,274.82	89,812.49
Total Current Liabilities	<u>\$ 467,420.69</u>	<u>\$ 327,961.84</u>
LONG-TERM LIABILITIES:		
Notes Payable - Net of Current Portion	203,485.72	274,714.29
Total Liabilities	<u>\$ 670,906.41</u>	<u>\$ 602,676.13</u>
NET POSITION:		
Net Invested in Capital Assets	\$ 1,940,463.33	\$ 1,708,556.76
Restricted for:		
Capital Projects	84,612.37	94,402.87
Other Purposes (Note F)	487,383.56	179,020.18
Unrestricted	1,723,260.92	1,652,994.33
Total Net Position	<u>\$ 4,235,720.18</u>	<u>\$ 3,634,974.14</u>
Total Liabilities and Net Position	<u><u>\$ 4,906,626.59</u></u>	<u><u>\$ 4,237,650.27</u></u>

The accompanying notes are an integral part of the financial statements

TOWN OF WOOLWICH
STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

FUNCTIONS/PROGRAMS	PROGRAM REVENUES		NET (EXPENSE) REVENUE AND CHANGE IN NET POSITION	
	EXPENSES	CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	2022 TOTAL
Primary Government:				
Governmental Activities:				
General Government	\$ 559,287.70	\$ 100,767.95	\$ 453,613.84	\$ (4,905.91) \$ (256,180.19)
Health and Welfare	229,531.07	105,242.91		(124,288.16) (125,816.84)
Highways and Bridges	785,358.05	631.44	64,336.00	(720,390.61) (693,473.89)
Education	4,576,236.96		129,867.00	(4,446,369.96) (4,542,825.96)
County Tax Assessment	766,792.00			(766,792.00) (766,093.00)
Public Safety	408,678.75	31,589.92		(377,088.83) (384,371.13)
Unclassified	95,124.10	2,410.02		(92,714.08) (121,631.68)
Interest Expense	14,907.39			(14,907.39) (19,328.23)
Total Primary Government	<u>\$ 7,435,916.02</u>	<u>\$ 240,642.24</u>	<u>\$ 647,816.84</u>	<u>\$ (6,547,456.94)</u> <u>\$ (6,909,720.92)</u>
General Revenues:				
Taxes:				
Property Taxes				\$ 5,756,016.36 \$ 5,635,548.45
Homestead Reimbursement				201,787.59 196,901.25
Excise Taxes				824,859.99 857,783.25
Intergovernmental				342,964.00 214,275.24
Interest and Investment Earnings				22,575.04 30,631.79
Total General Revenues				<u>\$ 7,148,202.98</u> <u>\$ 6,935,139.98</u>
Changes in Net Position				
Net Position, July 1				\$ 600,746.04 \$ 25,419.06
Net Position, June 30				<u>3,634,974.14</u> <u>3,609,555.08</u>
				<u>\$ 4,235,720.18</u> <u>\$ 3,634,974.14</u>

The accompanying notes are an integral part of the financial statements

TOWN OF WOOLWICH
 RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
 TO NET POSITION OF GOVERNMENTAL ACTIVITIES
 FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

Exhibit C

	<u>2022</u>	<u>2021</u>
GOVERNMENTAL FUND BALANCES:		
Restricted for:		
Capital Reserves (Schedule B-13)	\$ 84,612.37	\$ 94,402.87
Other Purposes (Schedule B-3)	487,383.56	179,020.18
Unrestricted (Schedule B-2)	1,616,502.06	1,580,761.52
Total Governmental Fund Balances (Exhibit E)	<u>\$ 2,188,497.99</u>	<u>\$ 1,854,184.57</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.	2,215,177.62	2,069,499.62
Notes payable are not due and payable in the current period and therefore are not reported in the funds.	(274,714.29)	(360,942.86)
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.	106,758.86	72,232.81
Net Position of Governmental Activities (Exhibit A)	<u><u>\$ 4,235,720.18</u></u>	<u><u>\$ 3,634,974.14</u></u>

TOWN OF WOOLWICH Exhibit D
 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, 2022 AND 2021

	<u>2022</u>	<u>2021</u>
Net Change in Fund Balances - Total Governmental Funds (Exhibit F)	\$ 334,313.42	\$ (56,301.34)
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).	145,678.00	41,723.00
Repayment of debt is an expenditure in the governmental funds, but the repayment reduces liabilities in the Statements of Net Position.	86,228.57	86,228.57
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.	34,526.05	(46,231.17)
Changes in Net Position of Governmental Activities (Exhibit B)	<u>\$ 600,746.04</u>	<u>\$ 25,419.06</u>

TOWN OF WOOLWICH
BALANCE SHEETS - GOVERNMENTAL FUNDS
JUNE 30, 2022 AND 2021

Exhibit E

	GOVERNMENTAL FUND TYPES		2022 TOTAL	2021 TOTAL
	MAJOR	NON-MAJOR		
	GENERAL	CAPITAL RESERVES		
ASSETS:				
Cash (Note B)	\$ 1,926,853.47	\$ 61,389.82	\$ 1,988,243.29	\$ 1,473,033.79
Taxes Receivable	112,078.35		112,078.35	107,434.77
Tax Liens	22,577.07		22,577.07	31,001.95
Accounts Receivable (Note C)	101,053.63		101,053.63	111,235.94
Due From Other Funds	27,777.45	51,000.00	78,777.45	61,916.83
Investments (Note B)	387,621.18		387,621.18	381,467.37
Prepaid Expense	1,098.00		1,098.00	2,060.00
Total Assets	<u>\$ 2,579,059.15</u>	<u>\$ 112,389.82</u>	<u>\$ 2,691,448.97</u>	<u>\$ 2,168,150.65</u>
LIABILITIES, DEFERRED INFLOWS, AND FUND BALANCE:				
Liabilities:				
Accounts Payable	\$ 149,139.85	\$ -	\$ 149,139.85	\$ 90,003.95
Due To Other Funds	51,000.00	27,777.45	78,777.45	61,916.83
Total Liabilities	<u>\$ 200,139.85</u>	<u>\$ 27,777.45</u>	<u>\$ 227,917.30</u>	<u>\$ 151,920.78</u>
Deferred Inflows:				
Deferred Revenue (Note G)	\$ 168,274.82	\$ -	\$ 168,274.82	\$ 89,812.49
Deferred Tax Revenue (Note H)	106,758.86		106,758.86	72,232.81
Total Deferred Inflows	<u>\$ 275,033.68</u>	<u>\$ -</u>	<u>\$ 275,033.68</u>	<u>\$ 162,045.30</u>
Fund Balance:				
Committed for Capital Projects	\$ -	\$ 84,612.37	\$ 84,612.37	\$ 94,402.87
Assigned for Other Purposes (Note F)	487,383.56		487,383.56	179,020.18
Unassigned	1,616,502.06		1,616,502.06	1,580,761.52
Total Fund Balance	<u>\$ 2,103,885.62</u>	<u>\$ 84,612.37</u>	<u>\$ 2,188,497.99</u>	<u>\$ 1,854,184.57</u>
Total Liabilities, Deferred Inflows, and Fund Balance	<u>\$ 2,579,059.15</u>	<u>\$ 112,389.82</u>	<u>\$ 2,691,448.97</u>	<u>\$ 2,168,150.65</u>

The accompanying notes are an integral part of the financial statements

TOWN OF WOOLWICH
STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES IN FUND
BALANCES - GOVERNMENTAL FUNDS
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

Exhibit F

	GOVERNMENTAL FUNDS		2022	2021
	GENERAL	CAPITAL RESERVES	TOTAL	TOTAL
REVENUES:				
Intergovernmental Revenue	\$ 342,964.00	\$ -	\$ 342,964.00	\$ 214,275.24
Homestead Reimbursement	201,787.59		201,787.59	196,901.25
Property Taxes	5,721,490.31		5,721,490.31	5,681,779.62
Excise Tax	824,859.99		824,859.99	857,783.25
General Government	554,381.79		554,381.79	219,852.65
Protection	31,589.92		31,589.92	29,240.01
Health and Welfare	105,242.91		105,242.91	126,959.73
Interest	22,504.92	70.12	22,575.04	30,631.79
Highways and Bridges	64,967.44		64,967.44	60,493.39
Unclassified	2,410.02		2,410.02	7,640.00
Education	129,867.00		129,867.00	
Total Revenues	<u>\$ 8,002,065.89</u>	<u>\$ 70.12</u>	<u>\$ 8,002,136.01</u>	<u>\$ 7,425,556.93</u>
EXPENDITURES:				
Education	\$ 4,576,236.96	\$ -	\$ 4,576,236.96	\$ 4,542,825.96
General Government	553,094.70		553,094.70	525,909.84
Highways and Bridges	962,923.05		962,923.05	778,958.28
Protection	382,984.75		382,984.75	380,466.14
Health and Welfare	229,531.07		229,531.07	252,776.57
Unclassified	95,124.10		95,124.10	129,271.68
Special Assessments	766,792.00		766,792.00	766,093.00
Interest	14,907.39		14,907.39	19,328.23
Principal	86,228.57		86,228.57	86,228.57
Total Expenditures	<u>\$ 7,667,822.59</u>	<u>\$ -</u>	<u>\$ 7,667,822.59</u>	<u>\$ 7,481,858.27</u>
Excess of Revenues Over (Under) Expenditures	<u>\$ 334,243.30</u>	<u>\$ 70.12</u>	<u>\$ 334,313.42</u>	<u>\$ (56,301.34)</u>
OTHER FINANCING SOURCES (USES):				
Operating Transfers - In	\$ 16,860.62	\$ 7,000.00	\$ 23,860.62	\$ 68,916.83
Operating Transfers - Out	(7,000.00)	(16,860.62)	(23,860.62)	(68,916.83)
Total Other Financing Sources (Uses)	<u>\$ 9,860.62</u>	<u>\$ (9,860.62)</u>	<u>\$ -</u>	<u>\$ -</u>
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	<u>\$ 344,103.92</u>	<u>\$ (9,790.50)</u>	<u>\$ 334,313.42</u>	<u>\$ (56,301.34)</u>
Fund Balance, July 1	1,759,781.70	94,402.87	1,854,184.57	1,910,485.91
Fund Balance, June 30	<u>\$ 2,103,885.62</u>	<u>\$ 84,612.37</u>	<u>\$ 2,188,497.99</u>	<u>\$ 1,854,184.57</u>

The accompanying notes are an integral part of the financial statements

TOWN OF WOOLWICH
 STATEMENTS OF FIDUCIARY NET POSITION
 NONSPENDABLE TRUST FUNDS - CEMETERY TRUST FUNDS
 JUNE 30, 2022 AND 2021

Exhibit G

	2022	2021
ASSETS:		
Cash	\$ 12,711.29	\$ 12,698.05
LIABILITIES	\$ -	\$ -
NET POSITION:		
Restricted for Principal	\$ 9,931.68	\$ 9,931.68
Unrestricted	2,779.61	2,766.37
Total Net Position	\$ 12,711.29	\$ 12,698.05
Total Liabilities and Net Position	\$ 12,711.29	\$ 12,698.05

Exhibit H

STATEMENTS OF CHANGES IN FIDUCIARY NET POSITION
 NONSPENDABLE TRUST FUNDS - CEMETERY TRUST FUNDS
 FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

	2022	2021
REVENUES:		
Interest	\$ 13.24	\$ 32.45
EXPENDITURES		
Change in Net Position	\$ 13.24	\$ 32.45
Net Position, July 1	12,698.05	12,665.60
Net Position, June 30	\$ 12,711.29	\$ 12,698.05

Exhibit I

STATEMENTS OF CASH FLOWS
 FIDUCIARY FUND TYPE - NONSPENDABLE TRUST FUNDS
 CEMETERY TRUST FUNDS
 FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

	2022	2021
CASH FLOWS FROM OPERATING ACTIVITIES:		
Interest Income	\$ 13.24	\$ 32.45
Net Cash Provided by Operating Activities	\$ 13.24	\$ 32.45
Cash Balance, July 1	12,698.05	12,665.60
Cash Balance, June 30	\$ 12,711.29	\$ 12,698.05

The accompanying notes are an integral part of the financial statements

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

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

1. Financial Reporting Entity

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

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

2. Basic Financial Statements - Government-Wide Statements

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

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

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

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

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

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

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

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

3. Basic Financial Statements - Fund Financial Statements

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

The following fund types are used by the Town:

a. Governmental Funds:

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

1. General Fund:

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

2. Capital Reserves Funds:

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

Additionally, the Town reports the following fund type:

Fiduciary Funds:

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

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

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

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

a. Governmental Funds (cont'd):

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

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

4. Basis of Accounting

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

a. Accrual:

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

b. Modified Accrual:

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

5. Financial Statement Amounts

a. Cash and Cash Equivalents:

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

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

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

5. Financial Statement Amounts (Cont'd)

b. Investments:

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

c. Capital Assets:

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

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

d. Revenues:

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

e. Expenditures:

Expenditures are recognized when the related fund liability is incurred.

f. Use of Estimates:

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

g. Accounts Receivable:

Receivables include federal grants, state subsidies, town assessments and reimbursements. Based on prior year collections, management has determined that an allowance for doubtful accounts is not considered necessary at June 30, 2022.

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

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

5. Financial Statement Amounts (Cont'd)

h. 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 Reserves 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.

i. 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.

j. Interfund Receivables/Payables:

Interfund receivables and payables arise from interfund transactions and are recorded by all funds affected in the period in which the transactions are executed.

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

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

6. Implementation of New Accounting Standards

- a. Statement No 87, "Leases" is effective for the fiscal year ending June 30, 2022. The objective of this statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. Management has determined that the impact of this statement is not material to the financial statements.
- b. Statement No. 89, "Accounting for Interest Cost Incurred before the End of a Construction Period", is effective for the fiscal year ending June 30, 2022. The objectives of this statement are (1) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (2) to simplify accounting for interest cost incurred before the end of a construction period. This statement establishes accounting requirements for interest cost incurred before the end of a construction period. Management has determined that the impact of this statement is not material to the financial statements.
- c. Statement No. 91, "Conduit Debt Obligations" is effective for the fiscal year ending June 30, 2022. The objective of the statement is to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required disclosures. Management has determined that this statement is not applicable.
- d. Statement No. 93, "Replacement of Interbank Offered Rates" is effective for the fiscal year ending June 30, 2022. The objective of this statement is to improve guidance regarding the governments that have entered into agreements in which variable payments made or received depend on an interbank offered rate (IBOR) - most notably, the London Interbank Offered Rate (LIBOR). As a result of global reference rate reform, LIBOR is expected to cease to exist in its current form at the end of 2021. The objective of this statement is to address those and other accounting and financial reporting implications that result from the replacement of an IBOR. Management has determined that this statement is not applicable.

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

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

6. Implementation of New Accounting Standards (Cont'd)

- e. Statement No. 97, "Certain Component Unit Criteria and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans" is effective for the fiscal year ending June 30, 2022. This statement requires that for purposes of determining whether a primary government is financially accountable for a potential component unit, except for a potential component unit that is a defined contribution pension plan, a defined contribution OPEB plan, or another employee benefit plan (for example, certain Section 457 Plans), the absence of a governing board should be treated the same as the appointment of a voting majority of a governing board if the primary government performs the duties that a governing board typically would perform. Management has determined that this statement is not applicable.
- f. Statement No. 98, "The Annual Comprehensive Financial Report" is effective for the fiscal year ending June 30, 2022. This statement establishes the term *annual comprehensive financial report* and its acronym ACFR. That new term and acronym replace instances of *comprehensive annual financial report* and its acronym in generally accepted accounting principles for state and local governments. Management has determined that this statement is not applicable.

7. Future Accounting Pronouncements

- a. Statement No. 94, "Public Private Partnerships" is effective for the fiscal year ending June 30, 2023. The primary objective of this statement is to improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). As used in this statement, a PPP is an arrangement in which a government (the transferor) contracts with an operator (a governmental or nongovernmental entity) to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. Management has determined that this statement is not applicable.
- b. Statement No. 96, "Subscription-Based Information Technology Arrangements" is effective for the fiscal year ending June 30, 2023. This statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset – an intangible asset - and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, Leases, as amended. Management has determined that this statement is not applicable.
- c. Statement No. 99, "Omnibus 2022" portions of the Omnibus 2022 is effective for the fiscal year ending June 30, 2023 and portions are effective for the fiscal year ending June 30, 2024. The objectives of this statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing (1) practice issues that have been identified during implementation and application of certain GASB Statements and (2) accounting and financial reporting for financial guarantees. Management has determined that some portions of this statement will be applicable.

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

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

7. Future Accounting Pronouncements (Cont'd)

- d. Statement No. 100, "Accounting Changes and Error Corrections" is effective for the fiscal year ending June 30, 2024. The primary objective of this statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. Management has determined that this statement is applicable based on certain circumstances that change from year to year.
- e. Statement No. 101, "Compensated Absences" is effective for the fiscal year ending June 30, 2025. The objective of this statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. Management has determined that this statement will be applicable.

8. 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.

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, 2022 cash consisted of:

ACCOUNT TYPE	CARRYING AMOUNT	BANK BALANCE	CATEGORY		
			#1	#2	#3
Interest Bearing Accounts	\$ 1,960,954.58	\$ 2,141,356.91	\$ 215,514.69	\$ 1,925,842.22	\$
Non-Interest Bearing Accounts	40,000.00	40,000.00	40,000.00		
	<u>\$ 2,000,954.58</u>	<u>\$ 2,181,356.91</u>	<u>\$ 255,514.69</u>	<u>\$ 1,925,842.22</u>	<u>\$</u>

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

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

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, 2022 investments consisted of:

INVESTMENT TYPE	CARRYING AMOUNT	FAIR VALUE	CATEGORY		
			#1	#2	#3
Money Market	\$ 7,704.19	\$ 7,704.19	\$	\$ 7,704.19	\$
Certificate of Deposit	379,916.99	359,036.44		359,036.44	
	<u>\$ 387,621.18</u>	<u>\$ 366,740.63</u>	<u>\$</u>	<u>\$ 366,740.63</u>	<u>\$</u>

NOTE C - ACCOUNTS RECEIVABLE:

Accounts Receivable consists of the following:

State Revenue Sharing	\$ 48,272.04
State Homestead	52,781.59
	<u>\$101,053.63</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, 2022:

	PRINCIPAL BALANCE JULY 1, 2021	ADDITIONS	REDUCTIONS	PRINCIPAL BALANCE JUNE 30, 2022
Bath Savings Institution - Municipal Building Addition	\$ 45,000.00	\$	\$ 30,000.00	\$ 15,000.00
Bath Savings Institution - Fire Truck	208,800.00		34,800.00	174,000.00
Bath Savings Institution - Ambulance	107,142.86		21,428.57	85,714.29
Flex Financial (A division of Stryker)		17,634.38	5,878.13	11,756.25
	<u>\$ 360,942.86</u>	<u>\$ 17,634.38</u>	<u>\$ 92,106.70</u>	<u>\$ 286,470.54</u>

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

NOTE D - LONG-TERM DEBT (CONT'D):

Long-Term Debt as of June 30, 2022, 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%.

Bath Savings Institution - Ambulance:

The note is dated February 4, 2020. Repayment is through seven annual payments on June 15 of \$21,428.57 plus interest at 3.96%.

The annual requirements to amortize notes payable as of June 30, 2022 follows:

YEAR ENDING JUNE 30	PRINCIPAL	INTEREST	TOTAL
2023	\$ 71,228.57	\$ 8,859.56	\$ 80,088.13
2024	56,228.57	6,690.48	62,919.05
2025	56,228.57	4,819.15	61,047.72
2026	56,228.58	2,954.19	59,182.77
2027	34,800.00	1,089.24	35,889.24
	<u>\$ 274,714.29</u>	<u>\$ 24,412.62</u>	<u>\$ 299,126.91</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	\$ 452,670.24
Highways and Bridges	(117,083.01)
Protection	33,816.82
Health and Welfare	108,476.43
Unclassified	9,503.08
	<u>\$ 487,383.56</u>

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

NOTE G - DEFERRED REVENUE:

Deferred Revenue at June 30, 2022 consists of the following:

State Revenue Sharing	\$ 147,471.17
Prepaid 2022 Taxes	20,803.65
	<u>\$ 168,274.82</u>

NOTE H - REVENUE RECOGNITION - PROPERTY TAXES:

The Town's property tax for the current year was levied September 28, 2021 on the assessed value listed as of April 1, 2021 for all taxable real and personal property located in the Town. One half of the tax was due on October 29, 2021 and the remainder on April 29, 2022. Interest accrued at 4% commencing November 29, 2021 for the first half of tax due and again at May 29, 2022 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, 2022:

	BALANCE JULY 1, 2021	ADDITIONS	DISPOSALS	BALANCE JUNE 30, 2022
Non-Depreciable Assets:				
Land and Improvements	\$ 198,533.00	\$	\$	\$ 198,533.00
Depreciable Assets:				
Land and Improvements	98,715.00	2,096.00		100,811.00
Buildings	968,517.00	11,266.00		979,783.00
Equipment	1,582,905.97	40,681.00		1,623,586.97
Infrastructure	4,172,658.65	322,931.00		4,495,589.65
	\$ 6,822,796.62	\$ 376,974.00	\$	\$ 7,199,770.62
Total Property, Plant and Equipment	\$ 7,021,329.62	\$ 376,974.00	\$	\$ 7,398,303.62
Accumulated Depreciation	(4,951,830.00)	(231,296.00)		(5,183,126.00)
Net Property, Plant, and Equipment	<u>\$ 2,069,499.62</u>	<u>\$ 145,678.00</u>	<u>\$</u>	<u>\$ 2,215,177.62</u>

TOWN OF WOOLWICH
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022

NOTE I - PROPERTY, PLANT, AND EQUIPMENT (CONT'D):

Depreciation expenses for the period totaled \$231,296.00. These expenses were broken down as follows:

General Government	\$ 20,625.00
Public Safety	65,305.00
Highways and Bridges	<u>145,366.00</u>
	<u>\$ 231,296.00</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 \$11,967.39, 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 \$2,455,000.00 at June 30, 2022. The Town of Woolwich's share would be 8.85% of the debt, or approximately \$849,488.00.

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 \$68,215,000.00 at June 30, 2022. The Town of Woolwich's share would be 23.66% of the debt, or approximately \$16,139,669.00.

NOTE M - EXPENDITURES IN EXCESS OF APPROPRIATIONS:

FUNCTION	APPROPRIATION AND REVENUE	EXPENDITURE	VARIANCE
Town Tarred Roads	\$ 196,046.80	\$ 320,545.31	\$ 124,498.51

TOWN OF WOOLWICH
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2022

Schedule A-1

	ORIGINAL AND FINAL BUDGET	ACTUAL
REVENUES:		
Intergovernmental Revenue	\$ 342,964.00	\$ 342,964.00
Homestead Reimbursement	201,787.59	201,787.59
Property Taxes	5,756,289.00	5,721,490.31
Excise Taxes		824,859.99
Highways and Bridges		64,967.44
General Government		460,485.79
Protection		31,589.92
Health and Welfare		105,242.91
Interest and Debt Service		22,504.92
Unclassified		2,410.02
State B.E.T.E.	93,876.09	93,896.00
Education		129,867.00
Total Revenues	<u>\$ 6,394,916.68</u>	<u>\$ 8,002,065.89</u>
EXPENDITURES:		
Education	\$ 4,576,237.00	\$ 4,576,236.96
General Government	592,672.00	553,094.70
Highways and Bridges	770,499.00	962,923.05
Protection	31,589.92	382,984.75
Health and Welfare	228,850.92	229,531.07
Unclassified	89,456.00	95,124.10
Special Assessments	766,792.00	766,792.00
Interest and Debt Service	134,118.00	101,135.96
Total Expenditures	<u>\$ 7,190,214.84</u>	<u>\$ 7,667,822.59</u>
Excess of Expenditures Over (Under) Revenues	<u>\$ (795,298.16)</u>	<u>\$ 334,243.30</u>
OTHER FINANCING SOURCES (USES):		
Operating Transfers - In	\$ -	\$ 16,860.62
Operating Transfers - Out	(7,000.00)	(7,000.00)
Total Other Financing Sources (Uses)	<u>\$ (7,000.00)</u>	<u>\$ 9,860.62</u>
Excess of Revenues and Other Sources Over (Under)		
Expenditures and Other Uses	<u>\$ (802,298.16)</u>	<u>\$ 344,103.92</u>
Fund Balance, July 1, 2021	1,759,781.70	1,759,781.70
Fund Balance, June 30, 2022	<u><u>\$ 957,483.54</u></u>	<u><u>\$ 2,103,885.62</u></u>

TOWN OF WOOLWICH
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE YEAR ENDED JUNE 30, 2022

Schedule B-1

Cash Balance, July 1, 2021		\$	1,418,714.09
ADD: CASH RECEIPTS:			
Tax Collections:			
Current Year	\$	5,635,101.15	
Prior Years		116,337.38	
Prepaid Taxes		<u>20,803.65</u>	
Total Tax Collections	\$	5,772,242.18	
Departmental (Schedule B-3)		1,734,775.42	
State Revenue Sharing		399,296.43	
Homestead Reimbursement		149,006.00	
Accounts Receivable		<u>72,790.03</u>	
Total Cash Receipts			<u>8,128,110.06</u>
Total Cash Available		\$	<u>9,546,824.15</u>
LESS: CASH DISBURSEMENTS:			
Departmental (Schedule B-3)	\$	7,542,999.22	
Investment Account		6,153.81	
Fees Remitted to the State		7,822.62	
Accounts Payable		61,897.03	
Prepaid Expense		<u>1,098.00</u>	
Total Cash Disbursements			7,619,970.68
Cash Balance, June 30, 2022 (Schedule B-5)		\$	<u><u>1,926,853.47</u></u>

TOWN OF WOOLWICH
STATEMENT OF CHANGES IN UNAPPROPRIATED SURPLUS
FOR THE YEAR ENDED JUNE 30, 2022

Schedule B-2

Unappropriated Surplus, July 1, 2021			\$ 1,580,761.52
INCREASE:			
Operating Account Balances Lapsed (Schedule B-3)			1,373,958.24
			<hr/>
			\$ 2,954,719.76
DECREASE:			
Appropriated at Town Meeting	\$ 1,300,000.00		
Shellfish Account	3,419.01		
Abatements per Article 5	272.64		
Increases in Deferred Taxes	34,526.05		
	<hr/>		
			1,338,217.70
Unappropriated Surplus, June 30, 2022			<hr/> <hr/>
			\$ 1,616,502.06

TOWN OF WOOLWICH
STATEMENT OF DEPARTMENTAL OPERATIONS
FOR THE YEAR ENDED JUNE 30, 2022

	BALANCE FORWARD 7/1/2021	APPROPRIATIONS	CASH RECEIPTS	OTHER CREDITS	TOTAL	CASH DISBURSED	OTHER CHARGES	TOTAL	LAPSED UNEXPENDED (OVERDRAFT)	BALANCE FORWARD 6/30/2022
GENERAL GOVERNMENT:										
Comp Time Reimbursement	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 10,000.00	\$ -
Town Officers Salaries		58,900.00			58,900.00	56,924.18		56,924.18	1,975.82	
Tax Collector/Deputy Town Clerk		38,745.00			38,745.00	38,744.94		38,744.94	0.06	
Town Administrator Salary		58,100.00			58,100.00	58,099.93		58,099.93	0.07	
Town Clerk/Deputy Tax Collector		38,745.00			38,745.00	37,045.75		37,045.75	1,699.25	
Training/Replacement		6,000.00			6,000.00	2,187.50		2,187.50	3,812.50	
Code Enforcement		28,366.00			28,366.00	28,366.00		28,366.00		
Code Enforcement - Contingency	401.11	1,500.00			1,901.11	1,292.99		1,292.99		608.12
Employee Health Trust		28,000.00			28,000.00	21,693.21		21,693.21	6,306.79	
Social Security		35,992.00	913.80		36,905.80	34,339.67		34,339.67	2,566.13	
Workers' Compensation		26,700.00	2,574.00		29,274.00	26,753.10		26,753.10	2,520.90	
Unemployment Compensation		1,000.00			1,000.00	663.84		663.84	336.16	
ICMA - Retirement		2,500.00			2,500.00	1,306.71	121.33	1,428.04	1,071.96	
Audit		9,500.00			9,500.00	9,500.00		9,500.00		
Sale of Tax Acquired Property	29,447.89				29,447.89	29,447.89	29,447.89	29,447.89		3,945.57
Contingency		10,000.00			10,000.00	247.45	5,806.98	6,054.43	2,563.00	
Insurance		24,300.00	96.00		24,396.00	21,833.00		21,833.00		4,260.07
Litigation Expense	5,000.00	10,000.00			15,000.00	10,739.93		10,739.93		
Board of Appeals		100.00			100.00				100.00	
Comprehensive Planning	2,537.88				2,537.88					2,537.88
Planning Board	3,797.44	1,200.00	2,800.00		7,797.44	190.00		190.00	4,607.44	
Municipal Building Operations	3,157.56	36,124.00	1,047.45		40,329.01	35,719.53	2,060.00	37,779.53		3,000.00
Municipal Building Reserve				46,308.51	46,308.51	15,760.62	1,100.00	16,860.62		2,549.48
Cable TV			39,548.18		39,548.18	2,166.00		2,166.00	37,382.18	
Excise Taxes - Autos			814,888.32	1,048.57	815,936.89	111.87		111.87	815,825.02	
Excise Taxes - Boats			8,923.10		8,923.10				8,923.10	
Plumbing and Building Permits			23,551.50		23,551.50				23,551.50	
Maine Municipal Association Dues		4,355.00			4,355.00			4,355.00		
Assessing Agent		28,200.00			28,200.00	28,200.00		28,200.00		
Town and Clerk Fees			23,569.11		23,569.11	156.00		156.00	23,413.11	
Office Operations	4,239.91	46,845.00	2,552.98		53,637.89	43,818.07		43,818.07	4,819.82	5,000.00
Miscellaneous Revenue			1,120.28		1,120.28	40.00		40.00	1,080.28	
Payment in Lieu of Taxes			2,500.00		2,500.00				2,500.00	
Computer Replacement	241.19	2,500.00			2,741.19	1,070.16		1,070.16		1,671.03
Supplementals and Abatements				272.64	272.64		272.64	272.64		
Property Tax Maps		2,500.00			2,500.00	2,500.00		2,500.00		
Public Communications		1,000.00			1,000.00	159.91		159.91		
State - Tree Growth			18,609.93		18,609.93				840.09	
State - Veterans			3,548.00		3,548.00				18,609.93	
State - Snowmobile			675.24		675.24				3,548.00	
State - BE TE			93,896.00		93,896.00					675.24
State - Homestead				201,787.59	201,787.59		93,876.09	93,876.09	19.91	
State - Burn Fees			326.00		326.00		201,787.59	201,787.59		
Vital Records Book Repair	791.66	500.00			1,291.66	770.00		770.00	326.00	
Flag Donations	623.26		226.98		850.24					521.66
Woolwich Events Committee	3,944.76		389.00		4,333.76	1,107.14		1,107.14		850.24
Old Town House	1,889.97			10,000.00	11,889.97	5,281.50		5,281.50		3,226.62
ARPA			336,437.34	121.33	336,558.67	54,325.20	4,465.50	58,790.70		6,608.47
Catastrophic Repairs		10,000.00			10,000.00					277,767.97
Revaluation		100,000.00			100,000.00					10,000.00
	\$ 56,072.63	\$ 621,672.00	\$ 1,378,193.21	\$ 259,538.64	\$ 2,315,476.48	\$ 545,469.20	\$ 338,938.02	\$ 884,407.22	\$ 978,399.02	\$ 452,670.24

continued next page

Schedule B-3 (Cont'd)

TOWN OF WOOLWICH
STATEMENT OF DEPARTMENTAL OPERATIONS
FOR THE YEAR ENDED JUNE 30, 2022

	BALANCE FORWARD 7/1/2021	APPROPRIATIONS	CASH RECEIPTS	OTHER CREDITS	TOTAL	CASH DISBURSED	OTHER CHARGES	TOTAL	LAPSED UNEXPENDED (OVERDRAFT)	BALANCE FORWARD 6/30/2022
SPECIAL ASSESSMENTS:										
County Tax	\$ -	\$ 766,792.00	\$ -	\$ -	\$ 766,792.00	\$ 766,792.00	\$ -	\$ 766,792.00	\$ -	\$ -
Overlay	\$ -	\$ 132,071.63	\$ -	\$ -	\$ 132,071.63	\$ 132,071.63	\$ -	\$ 132,071.63	\$ -	\$ -
EDUCATION:										
School	\$ -	\$ 4,576,237.00	\$ 129,867.00	\$ -	\$ 4,706,104.00	\$ 4,576,236.96	\$ -	\$ 4,576,236.96	\$ 129,867.04	\$ -
INTEREST AND DEBT SERVICE:										
Interest on Taxes	\$ -	\$ -	\$ 12,751.22	\$ -	\$ 12,751.22	\$ 2,940.00	\$ -	\$ 2,940.00	\$ 9,811.22	\$ -
Investment Interest			9,753.70		9,753.70				9,753.70	
Principal Municipal Building		30,000.00			30,000.00	30,000.00		30,000.00		
Interest Municipal Building		9,000.00			9,000.00	1,553.34		1,553.34	7,446.66	
Principal Fire Truck		34,800.00			34,800.00	34,800.00		34,800.00		
Interest Fire Truck		6,600.00			6,600.00	6,550.36		6,550.36	49.64	
Principal Ambulance	(21,428.57)	42,858.00			21,429.43	21,428.57		21,428.57	0.86	
Interest Ambulance	(4,654.28)	10,860.00			6,205.72	3,863.69		3,863.69	2,342.03	
	\$ (26,082.85)	\$ 134,118.00	\$ 22,504.92	\$ -	\$ 130,540.07	\$ 101,135.96	\$ -	\$ 101,135.96	\$ 29,404.11	\$ -
HIGHWAYS AND BRIDGES:										
LRAP	\$ -	\$ -	\$ 64,336.00	\$ 5,424.00	\$ 69,760.00	\$ -	\$ 64,336.00	\$ 64,336.00	\$ -	\$ 5,424.00
Roads and Bridges	3,240.58	67,000.00	30.00		70,270.58	68,325.91		68,325.91		1,944.67
Snow Removal		533,499.00	601.44		534,100.44	534,098.66		534,098.66	1.78	
Town Tared Roads	4,046.80	130,000.00		62,000.00	196,046.80	195,247.44	125,297.87	320,545.31		(124,498.51)
Town Roads Block Grant	3,088.00	40,000.00		2,336.00	45,424.00	39,953.17	5,424.00	45,377.17		46.83
	\$ 10,375.38	\$ 770,499.00	\$ 64,967.44	\$ 69,760.00	\$ 915,601.82	\$ 837,625.18	\$ 195,057.87	\$ 1,032,683.05	\$ 1.78	\$ (117,083.01)
PROTECTION:										
Dry Hydrants	\$ 1,930.48	\$ -	\$ -	\$ -	\$ 1,930.48	\$ -	\$ -	\$ -	\$ -	\$ 1,930.48
Hydrant Rental and Removal		47,442.00			48,497.18	48,497.18		48,497.18		
Street Lights		4,500.00		1,055.18	4,500.00	3,372.01		3,372.01	1,127.99	
Constable/Animal Control		6,000.00	1,150.00		7,150.00	6,000.00		6,000.00		1,150.00
Constable/Animal Control Contingency	450.00	500.00			950.00	35.00		35.00		915.00
Fire Department	2,296.16	101,650.00	135.00		104,081.16	94,513.82		94,513.82		9,567.34
NFPA Clothing		9,000.00			9,000.00	9,000.00		9,000.00		
Fire Inoculation/Physicals		2,250.00			2,250.00	1,344.00		1,344.00	906.00	
Fire Hose Purchase		4,000.00			4,000.00	4,000.00		4,000.00		
Air Pack Replacement				17,634.38	17,634.38		17,634.38	17,634.38		-
EMS Donations	5,188.57		27,554.12		32,742.69	23,187.86		23,187.86		9,554.83
Woolwich EMS	477.08	192,878.13	9.80		193,365.01	189,614.28		189,614.28		3,750.73
Civil Defense (WEMA)	3,822.44				3,822.44					3,822.44
Shellfish	386.59		2,741.00	3,419.01	6,546.60	3,420.60		3,420.60		3,126.00
	\$ 14,551.32	\$ 368,220.13	\$ 31,589.92	\$ 22,108.57	\$ 436,469.94	\$ 382,984.75	\$ 17,634.38	\$ 400,619.13	\$ 2,033.99	\$ 33,816.82

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Schedule B-3 (Cont'd)

TOWN OF WOOLWICH
STATEMENT OF DEPARTMENTAL OPERATIONS
FOR THE YEAR ENDED JUNE 30, 2022

	BALANCE FORWARD 7/1/2021	APPROPRIATIONS	CASH RECEIPTS	OTHER CREDITS	TOTAL	CASH DISBURSED	OTHER CHARGES	TOTAL	LAPSED UNEXPENDED (OVERDRAFT)	BALANCE FORWARD 6/30/2022
HEALTH AND WELFARE:										
Solid Waste Committee	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -
Landfill Monitoring	16,872.63	8,100.00		4,546.80	12,646.80	12,646.80		12,646.80		16,872.63
Septic System			92,347.06		16,872.63				92,347.06	
Rescue Service Billing			2,201.08		216,252.00	209,072.58		209,072.58	7,179.42	
Solid Waste		214,050.92			23,113.73	3,457.90		3,457.90		19,655.83
Landfill Closure	23,113.73				2,000.00	1,660.99		1,660.99	339.01	
Household Hazardous Waste		2,000.00			13,595.33	850.97		850.97		12,744.36
General Assistance	10,933.66	2,000.00	661.67		69,845.44	641.83	10,000.00	10,641.83		59,203.61
Fishway	59,812.34		10,033.10		1,200.00	1,200.00		1,200.00		
Health Officer		1,200.00			500.00				500.00	
Health Officer Contingency		500.00								
	<u>\$ 110,732.36</u>	<u>\$ 228,850.92</u>	<u>\$ 105,242.91</u>	<u>\$ 4,546.80</u>	<u>\$ 449,372.99</u>	<u>\$ 229,531.07</u>	<u>\$ 10,000.00</u>	<u>\$ 239,531.07</u>	<u>\$ 101,365.49</u>	<u>\$ 108,476.43</u>
UNCLASSIFIED:										
Nequasset Park Improvement Committee	\$ 628.53	\$ 1,500.00	\$ -	\$ -	\$ 2,128.53	\$ 5,854.03	\$ -	\$ 5,854.03	\$ -	\$ (3,725.50)
Library Operations - Patten Free		57,969.00			57,969.00	57,969.00		57,969.00		
Miscellaneous Donations		18,642.00			18,642.00	18,642.00		18,642.00		
Woolwich Historical Society		1,500.00			1,500.00	1,500.00		1,500.00		
Cemeteries	263.11	800.00	0.02		1,063.13	857.90		857.90		205.23
Nequasset Church	1,972.06				2,472.06	395.99		395.99		2,076.07
Heating Assistance Fund	9,354.13	500.00	2,410.00		11,764.13	1,970.36		1,970.36		9,793.77
Town Clock	1,153.51				1,153.51					1,153.51
Solar Panels Reserve		7,000.00			7,000.00	7,000.00		7,000.00		
Animal Shelter		4,545.00			4,545.00	4,454.40		4,454.40	90.60	
Monument Committee		2,500.00			2,500.00	1,775.42		1,775.42	724.58	
Nequasset Park Upgrade		1,500.00		205.00	1,705.00	1,705.00		1,705.00		
	<u>\$ 13,371.34</u>	<u>\$ 96,456.00</u>	<u>\$ 2,410.02</u>	<u>\$ 205.00</u>	<u>\$ 112,442.36</u>	<u>\$ 102,124.10</u>	<u>\$ -</u>	<u>\$ 102,124.10</u>	<u>\$ 815.18</u>	<u>\$ 9,503.08</u>
	<u>\$ 179,020.18</u>	<u>\$ 7,694,916.68</u>	<u>\$ 1,734,775.42</u>	<u>\$ 356,159.01</u>	<u>\$ 9,964,871.29</u>	<u>\$ 7,541,899.22</u>	<u>\$ 561,630.27</u>	<u>\$ 8,103,529.49</u>	<u>\$ 1,373,958.24</u>	<u>\$ 487,383.56</u>

TOWN OF WOOLWICH
VALUATION, ASSESSMENT, AND COLLECTIONS
FOR THE YEAR ENDED JUNE 30, 2022

Schedule B-4

VALUATION:

Real Estate	\$ 368,713,900.00
Personal Property	<u>5,071,200.00</u>

Total	<u><u>\$ 373,785,100.00</u></u>
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ASSESSMENT:

Valuation x Rate (\$373,785,100.00 x .0154)	\$ 5,756,289.00
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COLLECTIONS AND CREDITS:

Cash Collections	\$ 5,635,101.15
Prepaid	8,499.88
Abatements	118.58
Tax Acquired	<u>741.51</u>

Total Collections and Credits	<u>5,644,461.12</u>
2022 Taxes Receivable	<u><u>\$ 111,827.88</u></u>

COMPUTATION OF ASSESSMENT

Tax Commitment	\$ 5,756,289.00	
State Revenue Sharing	342,964.00	
Surplus - Appropriated at Town Meeting	1,300,000.00	
State BETE Program	93,876.09	
Homestead Reimbursement	<u>201,787.59</u>	
		\$ 7,694,916.68

REQUIREMENTS:

Municipal	\$ 2,219,816.05
County Tax	766,792.00
Education	<u>4,576,237.00</u>

7,562,845.05

OVERLAY

<u><u>\$ 132,071.63</u></u>

TOWN OF WOOLWICH
RECONCILIATION OF TREASURER'S CASH BALANCE
FOR THE YEAR ENDED JUNE 30, 2022

Schedule B-5

Bath Savings Institution:		
Landfill:		
Balance Per Bank Statement		\$ 35,428.96
General Fund Checking:		
Balance Per Bank Statement	\$ 1,780,032.95	
Add: Deposits in Transit	23,892.98	
Less: Outstanding Checks	(204,695.31)	
Balance Per Books		1,599,230.62
Savings EMS Donations:		
Balance per Bank Statement		7,090.63
Savings - ARPA:		
Balance per Bank Statement		282,112.14
First Federal Savings:		
Town Clock:		
Balance Per Bank Statement		2,591.12
Petty Cash		400.00
		<u>\$ 1,926,853.47</u>

Schedule B-6

STATEMENTS OF TAXES RECEIVABLE
FOR THE YEARS ENDED JUNE 30, 2022 AND 2021

	2022	2021
2021-2022	\$ 111,946.46	\$ -
2020-2021	33.88	106,294.36
2019-2020	33.33	616.27
2018-2019	33.00	70.50
2017-2018	31.68	112.32
2016-2017		161.88
2015-2016		48.28
2014-2015		51.48
2013-2014		45.54
2012-2013		16.64
2011-2012		17.50
Total (Exhibit A)	<u>\$ 112,078.35</u>	<u>\$ 107,434.77</u>

TOWN OF WOOLWICH
2022 TAXES RECEIVABLE
JUNE 30, 2022

Schedule B-7

Real Estate

Adams, Donald J. - L/E	\$ 115.88
Anderson, Harold J. - LE	301.84
Armstrong, Walter R.	1,072.99
Armstrong, Walter R.	173.25
Armstrong, Walter R.	33.88
Armstrong, Walter R.	16.94
Bailey, Edith G.	1,472.62
Baker, Angela M. (Party in Possession)	357.28
Baker, Phillip F.	1,241.62
Baker, Phillip F.	40.04
Baker, Phillip F. (JT)	269.50
Baker, Vance W.	496.26
Baker, Vance W.	1,416.80
Boca Builders LLC	915.53
Boucher, Ronald M., Sr.	1,319.78
Bowen, Basil H.	247.94
Chadbourn, Dale	101.17
Creamer, Gary E.	88.16
Creamer, Gary E.	18.48
Creamer, Joseph I.	646.03
Creamer, Joseph I. (JT)	1,014.86
Creamer, Joseph I., Jr. (JT)	1,741.74
Crockett, James R. (JT)	509.74
Curtis, William W., Jr. (JT)	6,138.44
Dexter, Eric C. (JT)	1,523.83
Dutton, William M. - PR (T/C)	183.26
Ericson, Justin (JT)	992.53
Fagerson, Judith L.	1,664.74
Gardiner, L.R.	628.47
Geroux, John J. - PR	1,835.68
Gilbert, Thomas	355.74
Greenlaw, Joanne S.	4,114.11
Greenlaw, William (JT)	791.74
Hagerthy, Michelle D.	757.63
Harrington, Thomas E.	858.55
Harvey, Gary A.	1,051.52
Hathorn Woods, LLC	944.79
Hathorne, Barry R.	828.52
Human, Scott A. - PR	90.93
Hunter, Benjamin	7,903.98
Johnson, Kelly S. (JT)	840.45
Kaplan, Charlotte W.	2,457.07
Kruk, Louise G.	483.03
MacNeil, Joel J.	526.12
McConaghy, Jon Todd (JT)	4,196.50
McFarland, Robert D.	484.25
McGuire, Shawn	471.24
Mesplay, Todd	3,471.16
Miller, Jonathan T.	626.78
Moore, Heather D.	1,131.90
Moore, Larry R.	78.54
Moore, Larry R.	314.16

TOWN OF WOOLWICH
2022 TAXES RECEIVABLE
JUNE 30, 2022

Schedule B-7 (Cont'd)

Real Estate (Cont'd)

Moreau, Daniel T. (JT)	\$ 353.81	
Morton, Bonnie L.	920.15	
Mosier, Betsy J.	708.78	
Mosier, Dennis F. (JT)	1,700.93	
Murphy, Matthew E. (JT)	763.84	
Murphy, Sarah N.	594.44	
Neale, Joseph E.	1,630.17	
Nicolino, Leroy	338.80	
Otis, Robert W.	830.56	
Overmiller, Catherine - (T/C)	617.54	
Page, Susan M. (f/k/a) (JT)	2,165.24	
Parker, George E. (JT)	1,077.23	
Paul T. Larkin, Heirs of	1,111.88	
Peaslee, Gage Tylor	1,092.70	
Pettersen, Kenneth A.	1,859.55	
Piel, Stobie (JT)	93.94	
Pierce, Cathy A.	47.39	
Prescott, Dennis L.	2,770.84	
Provident Trust Group, LLC	466.62	
Rose, Nancy L. L/E	874.72	
Rowe, Judy L.	841.61	
Scanlon, John M. (JT)	1,000.42	
Smith, Joshua	532.07	
Springer, Charles *	1,796.41	
Strutton, Elizabeth PR	301.44	
Sullivan, Robert J. (JT)	1,519.59	
Swidrak, Michael	3,924.69	
Taylor, Terry, Jr.	1,197.35	
Thomas, John C., Jr.	887.81	
Thorpe, John G. (JT)	2.20	
Tobey, Gregory	2,071.30	
True, Edward D.	1,024.87	
Verrill, Carol J. - L/E	2,473.24	
Verrill, Mark	2,666.51	
Verrill, Mark S.	1,958.88	
Vining, Kenneth E., Jr. (JT)	2,615.69	
Vining, Lori A.	645.26	
Vining, Lori A.	971.74	
Walker, John T.	187.88	
Walker, John T. (JT)	664.12	
Waters, Merilee A.	780.78	
Wiley, Patrick A.	662.20	
Woodman, Kathy	766.59	
Woolwich Baker Drive, LLC	674.52	
Wright, Pamela J.	1,495.72	
Wright-Tomlins, Shelby E.	787.87	
	<hr/>	
		\$ 111,827.88

TOWN OF WOOLWICH
2022 TAXES RECEIVABLE
JUNE 30, 2022

Schedule B-7 (Cont'd)

Personal Property Tax

Claremont Sales Corp.	\$ 26.18	
David Jewell	58.52	
NLS Equipment Finance LLC	1.54	
Vining, Kenneth & Lori	<u>32.34</u>	
		\$ 118.58
		<u>\$ 111,946.46</u>

TAX LIENS
JUNE 30, 2022

Schedule B-8

Real Estate2021

Boucher, Ronald M., Sr.	\$ 1,319.78	
Creamer, Joseph I., Jr. (JT)	1,741.74	
Kaplan, Charlotte W.	2,138.11	
Larkin, Paul T.	92.18	
Mank, Joan L.	858.55	
Mespley, Todd	3,292.59	
Moore, Heather D.	1,131.90	
Morton, Bonnie L.	643.61	
Mosier, Dennis F. (JT)	614.20	
Murphy, Sarah N.	436.27	
Page, Susan M. (f/k/a (JT)	2,165.24	
True, Edward D.	1,024.87	
Vining, Kenneth E., Jr (JT)	2,615.69	
Vining, Lori A.	645.26	
Vining, Lori A.	971.74	
Waters, Merilee A.	<u>780.78</u>	
		<u>\$ 20,472.51</u>

PRIOR YEARS TAXES RECEIVABLE
JUNE 30, 2022

Schedule B-9

2021

Vining, Kenneth & Lori	\$ 33.88
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2020

Vining, Kenneth & Lori	33.33
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2019

Vining, Kenneth & Lori	33.00
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2018

Vining, Kenneth & Lori	31.68
	<u>\$ 131.89</u>

TOWN OF WOOLWICH
TAX ACQUIRED PROPERTY
JUNE 30, 2022

Schedule B-10

<u>2022</u>			
Rosemarie Paolini	\$	741.51	
<u>2021</u>			
Rosemarie Paolini		741.51	
<u>2020</u>			
Rosemarie Paolini		<u>621.54</u>	
			<u>\$ 2,104.56</u>

Schedule B-11

SUPPLEMENTAL TAXES AND ABATEMENTS
JUNE 30, 2022

SUPPLEMENTAL TAXES

NONE

ABATEMENTSPersonal Property

<u>2021</u>			
Pitney Bowes Global Financial Services	\$	20.02	
Pitney Bowes, Inc.		<u>3.08</u>	
			\$ 23.10
<u>2018</u>			
Lanny Verrill, Heirs	\$	28.80	
Ambrose Auto Repair		<u>11.52</u>	
			40.32
<u>2017</u>			
Lanny Verrill, Heirs	\$	28.40	
Ambrose Auto Repairs		<u>12.78</u>	
			41.18
<u>2016</u>			
Lanny Verrill, Heirs	\$	28.40	
Ambrose Auto Repair		<u>14.20</u>	
			42.60
<u>2015</u>			
Lanny Verrill, Heirs	\$	28.60	
Ambrose Auto Repair		<u>17.16</u>	
			45.76
<u>2014</u>			
Lanny Verrill, Heirs	\$	27.60	
Ambrose Auto Repair		<u>17.94</u>	
			45.54
<u>2013</u>			
Ambrose Auto Repair			16.64
<u>2012</u>			
Ambrose Auto Repair			17.50
			<u>\$ 272.64</u>

TOWN OF WOOLWICH
CEMETERY TRUST FUNDS
JUNE 30, 2022

Schedule B-12

TIME DEPOSITS:

First Federal Savings:

Fire Protection Fund	\$ 211.43	
Roxanne Stephens	399.71	
Francis Gilmore	1,799.90	
Tanner Square Memorial Fund	<u>512.53</u>	
		\$ 2,923.57

Bath Savings Institution:

Murphy's Corner Cemetery Association	\$ 9,338.03	
Thwings Point Cemetery	<u>449.69</u>	
		9,787.72

Fund Balance, June 30, 2022 (Exhibit H)

<u>\$ 12,711.29</u>

CEMETERY PERPETUAL CARE FUNDS:

	<u>PRINCIPAL</u>	<u>UNEXPENDED INCOME</u>
Fire Protection Fund	\$ 27.02	\$ 184.41
Roxanne Stephens	50.00	349.71
Frances Gilmore	500.00	1,299.90
Tanner Square Memorial Fund	124.66	387.87
Murphy's Corner Cemetery Association	8,730.00	608.03
Thwings Point Cemetery	500.00	(50.31)
	<u>\$ 9,931.68</u>	<u>\$ 2,779.61</u>

TOWN OF WOOLWICH
CAPITAL RESERVE FUNDS
JUNE 30, 2022

Schedule B-13

BUILDING RESERVE:

Balance, July 1, 2021	\$ 47,288.03	
Add: Interest	9.85	
Less: Transfer to General Fund	<u>(16,860.62)</u>	
Balance, June 30, 2022		\$ 30,437.26

OLD TOWN HOUSE RESERVE:

Balance, July 1, 2021	\$ 2,003.06	
Add: Interest	<u>2.39</u>	
Balance, June 30, 2022		2,005.45

SEPTIC RESERVE:

Balance, July 1, 2021	\$ 14,739.42	
Add: Interest	<u>17.69</u>	
Balance, June 30, 2022		14,757.11

GENERATOR RESERVE:

Balance, July 1, 2021	\$ 5,270.99	
Add: Interest	<u>6.57</u>	
Balance, June 30, 2022		5,277.56

ELEVATOR RESERVE:

Balance, July 1, 2021	\$ 4,023.61	
Add : Interest	<u>3.37</u>	
Balance, June 30, 2022		4,026.98

SOLAR PANEL RESERVE:

Balance, July 1, 2021	\$ 21,077.76	
Add: Transfer from General Fund - Appropriation	7,000.00	
Interest	<u>30.25</u>	
Balance, June 30, 2022		28,108.01
		<u><u>\$ 84,612.37</u></u>

Snowplowing Contracts

CONTRACT	FY21/22	FY22/23	FY23/24		
Contract A (Shaw)	136,000.00	137,768.00	145,896.31	154,650.09	574,314.40
Contract B (Shaw)	127,065.30	128,717.14	136,311.45	144,490.14	536,584.03
Contract C (Jewell)	136,000.00	137,768.00	145,896.31	154,650.09	574,314.40
Contract D-1 (Quonset)	22,146.00	22,433.89	23,757.48	25,182.93	93,520.30
Contract D-2 (Shaw)	93,500.00	94,715.50	100,303.71	106,321.92	394,841.13
Contract E (Quonset)	11,941.00	12,096.23	12,809.90	13,578.49	50,425.62
TOTAL	526,652.30	533,498.76	564,975.16	598,873.66	2,223,999.88

CPI-U 23/24 6.0%

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

SPECIAL TOWN MEETING RESULTS April 27, 2022

SAGADAHOC, s.s.

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

GREETINGS:

In the name of the State of Maine, you are required to notify and warn the voters of the Town of Woolwich in the said County qualified by law to vote in town affairs to meet at the Woolwich Central School at 137 Nequasset Road in said Town, on the 27th day of April, A.D. 2022 at 6:00 in the evening, then and there to act on Articles 1 through 45, 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.
Ted Hoch, was unanimously voted Moderator by Selectboard.

Revenue

Article 2 To see if the Town will set the dates of **October 28, 2022** and **April 28, 2023** when taxes are due and payable and to see if the Town will fix the interest rate on unpaid taxes at **4% (four 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 Vote

Article 3 To see if the Town will vote to set an interest rate to be paid by the Town on taxes that have been paid, but are either abated or overpaid and refunded at **2% (two percent)** for the 2022-2023 tax year. (36 MRSA § 506-A)
Passed by Voice Vote

Article 4 To see if the Town will vote to transfer all unexpended balances and overdrafts to the Undesignated Fund Balance except those that 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 Vote

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

*Note: The Board of Selectmen recommends up to ~~\$1,400,000.00~~
\$ 1,500,000.00*

Passed by Voice Vote

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

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

2021 appropriation up to \$20,000.00

Passed by Voice Vote

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 Vote**

Article 6 To see if the Town will vote to authorize the Board of Selectmen to apply for available grants, to receive said grants, and to expend the grant funds for the purposes stated in the grant and to see if the Town will vote to appropriate up to **\$40,000.00** from the Undesignated Fund Balance Account as the Town's share of any approved grants.

Passed by Voice Vote

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

Passed by Voice Vote

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 Vote

Article 8 To select a Fish Commissioner for a five year term.
Bruce R. McElman (2022-2027)

Passed by Voice Vote

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.

(Town voted that this would be left up to fish commissioners) **Passed by Voice Vote**

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 Vote

c) To see if the Town will authorize the Selectmen to use Fishway funds for repairs to Historic Town owned properties. The amount of money transferred for this purpose will be mutually agreed to by the Selectmen and the Fish Commission. This decision will be made after completion of the 2022 alewife harvest.

Passed by Voice Vote

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

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

Passed by Voice Vote

Article 11 To see if the Town will vote to increase the property tax levy limit of **\$689,418.94** 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.

Passed by Voice Vote

Article 12 a) To see if the Town will vote to raise and appropriate funds for a re-evaluation of property assessments. The Select Board recommends **\$100,000.00**.

Note: The Town has not had a re-evaluation in 15 years, which normally should be done every 7-10 years.

Passed by Voice Vote

b) To see if the town will authorize the Select Board to use **\$100,000.00** of ARPA (American Rescue Plan Act) funds to put towards a re-evaluation.

Passed by Voice Vote

c) To authorize the Select Board to issue an RFP and enter into an agreement with a re-evaluation firm.

Passed by Voice Vote

Personnel & Town Officers

Article 13 To see if the Town will vote to raise and appropriate the sum of **\$42,600.00** for the compensation of the Town Clerk, Deputy Treasurer/Deputy Tax Collector and to authorize the Selectmen to spend any amount up to \$42,600.00

2021 appropriation \$38,745.00

Passed by Voice Vote

Article 14 To see if the Town will vote to raise and appropriate the sum of **\$64,000.00** for the compensation of the Town Administrator/Town Treasurer and to authorize the Selectmen to spend any amount up to \$64,000.00.

2021 appropriation \$58,100.00

Passed by Voice Vote

Article 15 To see if the Town will vote to raise and appropriate the sum of **\$42,600.00** for the compensation of the Tax Collector, Deputy Town Clerk and to authorize the Selectmen to spend any amount up to \$42,600.00.

2021 appropriation \$38,745.00

Passed by Voice Vote

Article 16 To see if the Town will vote to raise and appropriate the sum of **\$28,000.00** for the Employee Health Insurance Account.

2021 appropriation \$28,000.00

Passed by Voice Vote

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

	2021	2022
Selectperson	\$5,000.00	\$5,000.00
Selectperson	5,000.00	5,000.00
Selectperson	5,000.00	5,000.00
Selectperson	5,000.00	5,000.00
Selectperson	5,000.00	5,000.00
Board Chairman	500.00	500.00
Board Vice Chairman	250.00	250.00
Ballot Clerks	2,500.00	2,500.00
Registrar of Voters	250.00	250.00
Moderator	400.00	400.00
Workers Compensation	4,000.00	4,000.00
Unemployment Compensation	1,000.00	1,000.00

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Social Security	15,000.00	15,800.00
Medicare	5,500.00	5,650.00
Comp/Vacation Time Reimb	1,000.00	1,000.00
ICMA-Retirement Account	2,500.00	2,500.00
	<u>\$57,900.00</u>	<u>\$58,850.00</u>

Passed by Voice Vote

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 \$ 58,850.00

2021 appropriation \$57,900.00

Passed by Voice Vote

c) To see if the Town will vote to raise and appropriate the sum of **\$8,000.00** for the salary (including mileage) to the Animal Control Officer (ACO) and to authorize the Selectmen to spend any amount up to \$8,000.00.

2021 appropriation \$6,000.00

Passed by Voice Vote

d) To see if the Town will vote to raise and appropriate the sum of **\$30,040.00** for the salary of the Codes Enforcement Officer, Building Inspector and Licensed Plumbing Inspector and to authorize the Selectmen to spend any amount up to \$30,040.00.

2021 appropriation \$28,366.00

Passed by Voice Vote

e) To see if the town will vote to raise and appropriate the sum of **\$3,000.00** for the salary of a backup CEO Officer and to authorize the Select Board to spend any amount up to \$3,000.00.

2021 appropriation \$0.00

Passed by Voice Vote

f) To see if the town will vote to raise and appropriate the sum of **\$3,000.00** for temporary help and training replacement personnel and to authorize the Select Board to spend any amount up to \$3,000.00.

2021 appropriation \$6,000.00

Passed by Voice Vote

General Government

Article 18 **a)** 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 2021	Recommend 2022
General Assistance	\$2,000.00	\$2,000.00
Nequasset Church	500.00	750.00
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
Animal Control & Care*	4,545.00	4,449.00
Planning Board	1200.00	-0-
Board of Appeals	100.00	100.00
Special Events Committee	-0-	-0-
Communication Committee	1,000.00	1,000.00
Solid Waste Committee	1,000.00	1,000.00
Monument Committee	2,500.00	2,500.00

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Nequasset Park Committee	1,500.00	-0-
Contingency	10,000.00	10,000.00
Repair of Vitals Books	500.00	800.00
Old Town House	-0-	-0-
	<u>\$29,345.00</u>	<u>\$27,099.00</u>

b) To see if the Town will authorize the Select Board to use up to **\$2,500.00** from American Rescue Plan Act (ARPA) funds for video equipment for the Communications Committee.

** 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.*

Passed by Voice Vote

Article 19 To see if the town will vote to raise and appropriate the sum of **\$60,303.00** to support the operating costs of the Patten Free Library and to authorize the Selectmen to spend any amount up to \$60,303.00.

2021 Appropriation \$57,969.00

Passed by Voice Vote

Article 20 To see if the town will vote to raise and appropriate the sum of **\$46,815.00** for the Office Operations account. The approximate breakdown of the account is as follows:

	2021	2022
Town Reports	\$3,000.00	\$3,000.00
Telephone monthly usage	2,200.00	2,200.00
Postage (twice/year tax bills, etc.)	6,200.00	5,000.00
Office and computer supplies	2,500.00	2,500.00
Advertising	3,000.00	2,000.00
Printing (stationery, forms, etc.)	700.00	700.00
Computer support contract & software	16,745.00	17,665.00
Automated equipment maintenance	6,500.00	7,500.00
Training - seminars and manuals	1,500.00	1,500.00
Association dues	500.00	500.00
Election supplies and materials	2,000.00	2,000.00
Office operations contingency	750.00	1,000.00
Mileage Reimbursement	750.00	750.00
Mailing machine	500.00	500.00
	<u>\$46,845.00</u>	<u>\$46,815.00</u>

2021 appropriation \$46,845.00

Passed by Voice Vote

Article 21 To see if the town will vote to raise and appropriate the sum of **\$38,228.00** for the Municipal Building Operation of Plant account. The approximate breakdown of the account is as follows:

	2021	2022
Electricity/ CMP	\$6,000.00	\$8,000.00
Water/ BWD	1,200.00	1,200.00
Heating fuel/ oil	7,500.00	9,000.00
Photocopier Lease	5,000.00	5,000.00
Mowing and grounds maintenance	3,024.00	3,478.00
Furnace maintenance/repair	1,200.00	1,000.00
Building sprinkler system contract	1,200.00	2,000.00
Security system contract/maintenance	2,000.00	2,000.00
Cleaning Services	4,000.00	4,000.00

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Misc supplies and		
general building maintenance	3,000.00	750.00
Elevator Maintenance	2,000.00	1,800.00
	<hr/> \$36,124.00	<hr/> \$38,228.00
		2021 appropriation \$36,124.00
		Passed by Voice Vote

Article 22 To see if the Town will vote to raise and appropriate the sum of **\$12,653.00** for the Town's insurance.

Note: Art. 22 includes all municipal buildings, contents, & tax acquired properties. Vehicle Insurance is now listed under the appropriate departments. (Fire and EMS)

2021 appropriation \$6,000.00
Passed by Voice Vote

Article 23 To see if the Town will authorize the Board of Selectmen to sign a one year contract with an Assessing Agent for the purpose of assessing and maintaining the equity of the property assessments. Further, to see if the town will vote to raise and appropriate the sum of **\$42,000.00** as payment to the Assessing Agent.

2021 appropriation \$28,200.00
Passed by Voice Vote

Article 24 To see if the Town will vote to raise and appropriate the sum of **\$2,500.00** to update the property tax maps.

2021 appropriation \$ 2,500.00
Passed by Voice Vote

Article 25 To see if the Town will vote to raise and appropriate the sum of **\$2,500.00** for the "Computer Replacement Account".

2021 appropriation \$2,500.00
Passed by Voice Vote

Article 26 To see if the Town will vote to raise and appropriate the sum of **\$ 4,494.00** for the payment of membership dues for the Maine Municipal Association.

2021 appropriation \$4,355.00
Passed by Voice Vote

Article 27 To see if the Town will vote to raise and appropriate the sum of **\$10,200.00** to pay the Auditor.

2021 appropriation \$9,500.00
Passed by Voice Vote

Article 28 To see if the Town will vote to raise and appropriate the sum of **\$7,000.00** for the Town's Litigation Account.

2021 appropriation \$10,000.00
Passed by Voice Vote

Article 29 a) To see if the Town will vote to raise and appropriate the sum of **\$15,000.00** for the Municipal Building note principal.

b) To see if the Town will vote to raise and appropriate the sum of **\$0.00** for the Municipal Building note interest.

(Note: Interest raised and appropriated last year was higher than anticipated so interest will be carried forward to pay this year's interest)

2021 appropriations \$30,000.00
\$9,000.00

Passed by Voice Vote

Article 30 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

2021 appropriations \$7,000.00

Passed by Voice Vote

Health/Welfare and Sanitation

Article 31 To see if the Town will vote to raise and appropriate the sum of **\$8,100.00** for the continued sampling of ground water from the installed surface water test sites at the landfill.

2021 appropriation \$8,100.00

Passed by Voice Vote

Article 32 a) To see if the Town will vote to raise and appropriate the sum of **\$240,226.44** 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.

2021 appropriation \$214,050.92

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

Weekly Curbside Collection, Trash =	\$98,429.28
Bi-Weekly Curbside Collection, Recycling =	\$33,463.16
Disposal (Tipping) Fee based on est.1220tons =	\$99,234.00
Tipping fee for Recyclables (est.) 227 tons	\$9,100.00
	\$240,226.44

Passed by Voice Vote

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 Vote

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. (Date of Household Hazardous Waste Collection Day is May 7th from 9:00AM-1:00 PM.)*

Passed by Voice Vote

Article 33 To see if the Town will vote to raise and appropriate the sum of **\$4,000.00** for the maintenance and upkeep of the Nequasset Park outhouse. (Amended on April 27th, 2022)

Note: The Nequasset Park Committee budget request is now included in this article.

2021 appropriation \$1,700.00

Passed by Voice Vote

Highways and Bridges

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

	2021	2022
Roads and Bridges	\$67,000.00	\$77,000.00
Street Signs	-0-	-0-
Hot Topping	130,000.00	140,000.00
Snow Plowing	533,499.00	564,976.00
Street Lights	4,500.00	4,500.00
Culvert Repair	-0-	-0-
	<u>\$734,999.00</u>	<u>\$786,476.00</u>
		Passed by Voice Vote

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 Vote

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 Vote

Article 36 To see if the Town will vote to raise and appropriate the sum of **\$20,000.00** for repair and maintenance on unpaved town maintained roads.

2021 appropriation \$40,000.00

Passed by Voice Vote

Protection

Article 37 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 **\$53,824.00** through taxation):

	2021	2022
Hydrants (Bath)	\$19,284.00	12 @ \$1,607.00 \$19,284.00
(Wiscasset)	\$28,158.00	13 @ \$2,580.00 \$33,540.00
WEMA Director**	600.00	600.00
Generator Maintenance Acct	-0-	1,000.00
	<u>\$48,042.00</u>	<u>\$54,424.00</u>

Passed by Voice Vote

b) To see if the Town will vote to authorize the Select Board to enter into negotiations with the Bath Water District for the installation of up to nine (9) fire hydrants on Route 127 and Nequasset Road.

Note Bath Water District will install hydrants at no cost, but the number of hydrants will determine the future annual costs. Annual costs are currently \$1,607/hydrant with the Bath Water District, which would total \$14,463.00 per year.*

** Note: WEMA stands for Woolwich Emergency Management Agency*

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

Passed by Voice Vote

Article 38 a) To see if the Town will vote to raise and appropriate the sum of **\$149,473.00** for the **Fire Department** account.

The breakdown of the account is as follows:

	2021	2022
Office Supplies/Expenses	\$ 800.00	\$ 800.00
Truck Fuel	4,000.00	5,000.00
Equipment Repairs	10,000.00	10,000.00
Truck Repairs	11,000.00	11,000.00
Contingent Account	5,000.00	5,000.00
Telephone	500.00	500.00
Training Expenses	3,000.00	3,000.00
New Equipment	10,000.00	10,000.00
Station Supplies	1,750.00	1,750.00
Fire Prevention	1,000.00	1,000.00
Wages	43,000.00	43,000.00
NFPA/OSHA Clothing	9,000.00	10,000.00
Fire Hose Purchase	4,000.00	4,000.00
Inoculations/Physicals	2,250.00	2,250.00
Fire Chief Stipend	11,500.00	11,500.00
Deputy Stipend	3,500.00	3,500.00
1st Captain Stipend	1,250.00	1,250.00
2nd Captain Stipend	1,250.00	1,250.00
1st Lieutenant Stipend	500.00	500.00
2nd Lieutenant Stipend	500.00	500.00
Social Security	3,751.00	3,813.00
Medicare	878.00	892.00
Worker's Comp	10,000.00	10,000.00
Insurance/Liability	8,250.00	8,968.00
	\$146,679.00	\$149,473.00

Passed by Voice Vote

b) To see if the Town will vote:

- 1) To raise and appropriate the sum of **\$5,450.00** for interest payments for the fifth year for the fire truck. **Passed by Voice Vote**
- 2) To raise and appropriate the sum of **\$34,800.00** for principal payments for the fifth year for the fire truck. **Passed by Voice Vote**

Article 39 To see if the Town will allow the Select Board to appoint Fire Chiefs up to three (3) year terms. **Passed by Voice Vote**

Article 40 a) To see if the Town will vote to raise and appropriate the sum of **\$289,788.00** for the Emergency Medical Service Department.

The breakdown of the account is as follows:

	2021	2022
AEDs	4,500.00	4,000.00
Annual Fees	9,500.00	9,500.00
Billing Fees	7,000.00	7,000.00
Clothing	1,500.00	1,250.00
Communications	3,500.00	3,000.00
Contingency	750.00	500.00
Fuel	2,500.00	5,000.00
Medical Equipment	4,500.00	3,500.00

continued next page

Medical Exams	500.00	500.00
Medical Supplies	12,000.00	9,000.00
Office Supplies	750.00	1,250.00
Payroll	130,000.00	183,000.00
Training	5,000.00	5,000.00
Vehicle Maintenance	5,000.00	5,000.00
Worker's Comp	12,700.00	21,338.00
Social Security	8,804.00	12,214.00
Medicare	2,059.00	2,857.00
Insurance/Liability	10,050.00	1,879.00
EMS Director Stipend	9,000.00	10,000.00
EMS Assistant Stipend	-0-	2,000.00
EMS 2nd Assist Stipend	1,500.00	2,000.00
	<u>\$231,113.00</u>	<u>\$289,788.00</u>

Passed by Voice Vote

b) To see if the Town will vote:

- 1) To raise and appropriate the sum of **\$3,880.00** for interest payments for the fourth year for the Ambulance.
- 2) To raise and appropriate the sum of **\$21,429.00** for principal payments for the fourth year for the Ambulance.

Passed by Voice Vote

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

Passed by Voice Vote

d) To see if the Town will vote to authorize the Select Board to appropriate funds from the American Rescue Plan Act to purchase an automatic CPR Machine, also known as a LUCAS Device, in an amount not to exceed \$19,000.

Passed by Voice Vote

Miscellaneous Donations

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

2021 appropriation \$400.00

Passed by Voice Vote

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

	2021 Appropriated	2022 Donate
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
LifeFlight	768.00	768.00
Jesse Albert Dental Clinic	2,500.00	2,500.00
Maine Maritime Boat Program	5,000.00	5,000.00
Midcoast Maine Community Action (CED)	1,400.00	1,400.00
New Hope Midcoast	500.00	500.00
Spectrum Generations	1,740.00	1,740.00
Sweetser	3,084.00	3,084.00
Tedford Housing	700.00	700.00
Woolwich Historical Society	1,500.00	1,500.00
	<u>\$20,142.00</u>	<u>\$20,142.00</u>

Passed by Voice Vote

Article 43 To see if the Town will vote to raise and appropriate the sum of **\$20,142.00** for donations to local agencies/organizations.

2021 appropriation \$20,142.00
Passed by Voice Vote

Ordinances

Article 44 To see if the Town will vote to raise the current renewal fee for all Marijuana License Applications from \$250.00 to \$500.00 and to also raise the fee for background check fees from \$30.00 to \$50.00.

Marijuana Products Manufacturing Facility	\$1,000.00	\$250.00 \$500.00
Background Check Fee – Payable for each owner or designated manager	\$30 \$50	\$30 \$50
Adult Use Marijuana Retail Store (3 only)	\$1,000.00	\$250.00 \$500.00
Background Check Fee – Payable for each owner or designated manager	\$30 \$50	\$30 \$50
Adult Use Marijuana Cultivation Facility	\$1,000.00	\$250.00 \$500.00
Background Check Fee – Payable for each owner or designated manager	\$30 \$50	\$30 \$50
Adult Use Marijuana Testing Facility	\$1,000.00	\$250.00 \$500.00
Background Check Fee – Payable for each owner or designated manager	\$30 \$50	\$30 \$50

Passed by Voice Vote

Article 45 To see if the Town will vote to raise the current transport rates for mileage cost from \$14 to \$16 due to the increase of fuel costs.

4. Transport Rates

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

Mileage	\$14 \$16
ALS Non-Emergency	\$600
ALS Emergency	\$700
ALS 2	\$950
BLS Non-Emergency	\$400
BLS Emergency	\$550

*Rates effective May 1st 2022

Note Copies of all the ordinances will be available for review.*

Passed by Voice Vote

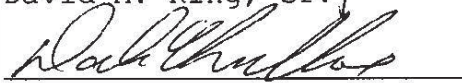
A person who is not a registered voter may not vote in any election.

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

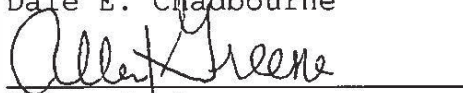
Given unto our hands this 21st day of March 2022.



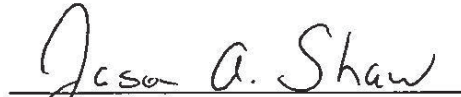
David A. King, Sr.



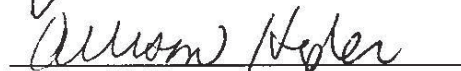
Dale E. Chadbourne



Allen J. Greene



Jason A. Shaw



Allison L. Hepler

Attest:

Town Clerk of Woolwich, Maine

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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 - \$1,100.00
- 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 - \$3,200.00
- (1) Firefighter 1&2 School - \$675.00

EMS:

- Medical Bag - \$200
- EMS Jacket - \$300
- Glucometer - \$30
- AED - \$2,500
- EMT Basic Class - \$1,000
- EMT Advanced Class - \$1,700
- Paramedic Class - \$9,500

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.

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