



Town of Hollis
Annual Report

July 1, 2015
To
June 30, 2016

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Dedication

The Town of Hollis 2015-2016 Annual Report is Dedicated to Martha Turner.



Martha Turner was hired by the Town of Hollis as a part-time Secretary to the Planning Board, Appeals Board and Budget Committee in May 2013. Prior to her retirement from the work force, Martha worked for many years with the US Postal Service and as a Registered Nurse (RN) in hospice and long term care.

She moved to Maine in 1961 and has been in Hollis for 17 years where she currently resides with her husband and 2 dogs.

Martha earned her Bachelor's degrees in both Nursing and Sociology from the University of Southern Maine.

While in nursing school, she discovered her love of therapeutic horseback riding and is certified in

a number of alternative healing modalities and currently serves as a very active volunteer on the Board of La Dawn Therapeutic Riding Center in Lyman.

Martha also works as a volunteer at the Hollis Salmon Falls Library and serves as the Treasurer. She is also an active member with the Hollis Conservation Commission.

She has been a part of Bonny Eagle's Adult Education Book Club for many years, and when she has free time, she can be found reading, which is her passion.

Martha loves being involved in any and all aspects of the Town, and is very much appreciated by everyone.

So, when you see Martha, and you will see her everywhere in Hollis, please say "hi" and give her a special thank you for all her help, her never ending smile, her dedicated support and very caring attitude towards everyone.

Thank you, Martha, and we hope you will stay with us for many more years to come.



STATE OF MAINE
OFFICE OF THE GOVERNOR
1 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0001

Paul R. LePage
GOVERNOR

RECEIVED

DEC 10 2016

BY: _____

Dear Citizens of Hollis:

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

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


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

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

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

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

Sincerely,


Paul R. LePage
Governor



PRINTED ON RECYCLED PAPER

PHONE: (207) 287-3531 (Voice)

TTY USERS CALL 711
www.maine.gov

FAX: (207) 287-1034

SUSAN M. COLLINS
MAINE

413 DIRKSEN SENATE OFFICE BUILDING
WASHINGTON, DC 20510-1904
(202) 224-2823
(202) 224-2893 (FAX)

United States Senate
WASHINGTON, DC 20510-1904

Dear Friends:

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

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

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

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

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

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

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

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

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

I appreciate the opportunity to serve Hollis and Maine in the United States Senate. If ever I can be of assistance to you, please contact my York County state office at 207-283-1101 or visit my website at www.collins.senate.gov. May 2017 be a good year for you, your family, your community, and our state.

Sincerely,



Susan M. Collins
United States Senator

ANGUS S. KING, JR.
MAINE

133 HART SENATE OFFICE BUILDING
(207) 224-4344
Private Office and Reception

United States Senate

WASHINGTON, DC 20510

COMMITTEES
ARMED SERVICES
BUDGET
ENERGY AND
NATURAL RESOURCES
INTELLIGENCE
RULES AND ADMINISTRATION

Dear Friends of Hollis,

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

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

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

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

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

While the opioid epidemic is certainly our biggest public health crisis, job loss in Maine is still our number one economic problem and that's why we need to focus on bringing good paying jobs back to Maine and protecting the ones we still have. As a member of the Armed Services Committee, I teamed up with Senator Collins and Representative Poliquin to successfully secure a provision in the defense bill that can help domestic shoe manufacturers like New Balance. The three of us also worked together with the Department of Commerce to establish an Economic Development Assessment Team, known as an EDAT, to assist Maine's forest industry in the wake of several mill closures. We have an incredible spirit of innovation and ingenuity in Maine and I believe finding ways to invest in that spirit will reignite Maine's forest products sector and our economy. Part of our economic path forward must also include expanding access to high-speed broadband, which can help connect our businesses and communities to information and economic opportunities.

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202 Harlow Street, Suite 20350
Bangor, ME 04401
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SCARBOROUGH
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ANGUS S. KING, JR.
MAINE

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United States Senate

WASHINGTON, DC 20510

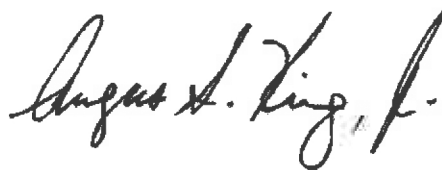
COMMITTEES
ARMED SERVICES
BUDGET
ENERGY AND
NATURAL RESOURCES
INTELLIGENCE
RULES AND ADMINISTRATION

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

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

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

Sincerely,



Angus S. King, Jr.
United States Senator

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4 Gabriel Drive, Suite F1
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128th Legislature
Senate of
Maine
Senate District 31

Senator Justin M. Chenette
P.O. Box 315
Saco, Maine 04072
Office (207) 287-1515
Cell (207) 590-3266

Dear Hollis neighbors,

It is an honor and privilege to serve as your Senator in the Maine State Legislature. We must restore a sense of trust and credibility into the institution of government itself and my focus will be to do just that over the course of the next two years.

My colleagues and I, including Rep. Marean, will be working on hundreds of pieces of legislation. This year I will be submitting several bills focused on growing and supporting our small businesses, providing much needed property tax relief to seniors on fixed incomes, expanding drug treatment for addicts while strengthening enforcement to go after the drug traffickers, all while making sure government is accountable to the people by reducing the influence of special interest groups and lobbyists.

As the ranking senator on the Taxation committee this session, I will be providing a leadership role in crafting responsible tax policy working with my colleagues on both sides of the aisle. The committee does important work regarding taxes, tax credits, property valuation and assessment, plus municipal revenue sharing — the mechanism by which state funds get sent back down to Hollis to help pay for the bare essential town services.

We face substantive challenges with divided government, but as I've learned over the years, divided government presents a unique opportunity to get people at the table to do the people's business. No one party can achieve anything without the other. I think that has the potential to yield positive results for all Mainers when all views are listened to and compromise is the rule we live by. It shouldn't matter where the good idea comes from, as long as it makes life better for the entire state and the residents who live here.

My role is to be your voice. This is your seat. I work for you.

Contact me anytime day or night with questions, comments, concerns or help navigating a state government agency. You can reach me through email at justin.chenette@legislature.maine.gov, at my office at 287-1515, or message me at [facebook.com/JustinChenette](https://www.facebook.com/JustinChenette). To sign up for weekly email newsletters and for additional information on the state budget and other important documents, you can visit my legislative website at www.JustinChenette.com.

Best,



Justin Chenette
Senate District 31

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WASHINGTON, DC 20515

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WWW.PINGREE.HOUSE.GOV



COMMITTEE ON APPROPRIATIONS
SUBCOMMITTEES:
AGRICULTURE, RURAL DEVELOPMENT, AND
RELATED AGENCIES
INTERIOR, ENVIRONMENT, AND RELATED
AGENCIES

CHELLIE PINGREE
CONGRESS OF THE UNITED STATES
1ST DISTRICT, MAINE

Dear Friend,

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

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

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

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

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

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

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

Take care,

Chellie Pingree
Member of Congress

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



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

128TH STATE LEGISLATURE
2 STATE HOUSE STATION
AUGUSTA, ME 04333-0002



DONALD G. MAREAN
STATE REPRESENTATIVE
OFFICE: (207) 287-1440

February 15, 2017

Dear Friends and Neighbors,

Thank you for allowing me to represent your interests in the Maine State Legislature. You can be assured that I am working diligently on your behalf, and look forward to serving the people of Hollis, Buxton and Saco.

This session, I have been assigned to the Joint Standing Committee on Criminal Justice and Public Safety, where I will review legislative proposals which keep Maine people safe. In addition to this work, I will also serve on a new Joint Select Committee on Marijuana Legalization and Implementation.

I value the positions of my constituents and believe it is through your input that I will best be able to represent our community. You are encouraged to contact me at any time with your questions, concerns or suggestions. I hope to hear from more residents from Hollis throughout the session.

Warmest regards,

A handwritten signature in cursive script, reading "Donald G. Marean".

Don Marean
State Representative

Proudly serving the residents of House District 16: Hollis, Buxton (part) & Saco (part)



Donald G. Marean

Representative to the Legislature

Term Expires: December 5, 2018

Address: 233 Bonny Eagle Road, Hollis, ME 04042

Phone: (207) 727-5527 (Home) - (207) 653-8927 (Cell)

Email: Donald.Marean@legislature.maine.gov

House Web Page: <http://legislature.maine.gov/house/hsebios/maredg.htm>

State House Message Phone: (800) 423-2900

TTY: Please use Maine Relay 711

Representing: District 16 - Buxton (part), Hollis and Saco (part)

Committees: Criminal Justice and Public Safety; Joint Select Committee on Joint Rules; Joint Select Committee on Marijuana Legalization Implementation (Ranking Minority Member)

Party: Republican

Legal Residence: Hollis

Seat in House Chamber: 100

Legislative Service: House: 122nd, 123rd, 126th, 127th, 128th

Capitol Address: House of Representatives
2 State House Station
Augusta, Maine 04333-0002

Clerk's Office: (207) 287-1400
State House Message Phone: 1-800-423-2900

House web site: <http://legislature.maine.gov/house/>

Please include this information in your municipal annual report to aid residents in contacting their State Representative. Thank you. Robert B. Hunt, Clerk of the House.

**Town of Hollis
Select Board Office**

34 Town Farm Road, Hollis, ME 04042
Phone: (207) 929-8552 Fax: (207) 929-3686
Web Address: www.hollismaine.org

Dave McCubrey

River Payne

Roger Hicks

**Town of Hollis
Select Board Report 2015-2016**

The Hollis Select Board would like to thank everyone for their contribution and hard work serving our Town. Involved residents are the heart of Hollis, and we encourage anyone interested in volunteering to visit the Town Hall in person or go to our Town's newly established website to find out more about the many opportunities that exist. We ask everyone to take a moment and go to the town website to "e-subscribe" so that you can receive updates and information on the many activities in the Town.

We are excited to welcome Mike Seely, Sr. to the Select Board and look forward to all he brings to the table. Mike replaced Dave McCubrey, whom we thank for his many years of dedicated service to our Town.

Hollis held its first Community Day event which included a 5-mile run, bringing together groups and residents from near and far. We hope that this day becomes an annual event that everyone will look forward to.

Like most municipalities, infrastructure continues to face economic difficulties. The Town continues to research the best economic plan for handling the monumental costs of addressing all of our road's needs. A Poland Spring Emergency Truck Route was designed and set in place. Not only does this provide a much-needed safety route in our town, it provides for the use of TIF monies to help maintain the roads along that route, and benefits every taxpayer. The Hollis Truck Committee has also been established to be a liaison with Poland Spring to address ongoing issues with trucks in our Town.

The Town approved funds to update the Comprehensive Plan, which hasn't been updated since 2005. Funds were also approved to begin researching the Town's TIF agreement with Poland Springs that would extend the life of the TIF for an additional 5 years.

Unfortunately, a minor construction project in the Community Building led to the discovery of the building's outdated systems, noncompliance with Life Safety Codes, and ADA accessibility issues. The Town was not set up to handle financial emergencies of this nature, and a Special Election was held to provide the Select Board with funds to begin addressing the building's needs. We continue to work with the Fire Marshal for a resolution and thank everyone for their patience as we work toward bringing the building up to code in a way that serves our current and future needs in the best way possible.

We have renegotiated our agreement with the Waterboro Transfer Station and Recycling Center and invite all Hollis residents to utilize their services for a nominal fee from the December 1st to December 1st calendar year.

Again, the Select Board thanks our volunteers and employees for all you do and especially our residents whom we simply cannot thrive without.

Elected Municipal Officials for June 10, 2015- June 14, 2016

Town of Hollis, Maine

(Parentheses) denotes the year their term expires at the Annual Town Meeting in June.

Select Board & Overseer of the Poor –June 09, 2015- June 14, 2016

David W. McCubrey (2016) Chairperson

River L. Payne (2017)

Roger B. Hicks (2018)

Select Board & Overseer of the Poor – June 15, 2016- June 13, 2017

River L. Payne (2017) Chairperson

Roger B. Hicks (2018)

Mike Seely, Sr. (2019)

Tax Collector

Vehicle Registry

Anna M. McClay (2016)

Anna McClay was re-elected to a three year term to expire June of 2019

Town Clerk

Martha E. Huff (2017)

Treasurer

Diane M. Meserve (2018)

Road Commissioner

Robert M. Hanson, Jr. (2016)

Robert Hanson was re-elected to a two year term expiring in June of 2018

Maine SAD #6 Board of Directors

Lester R. Harmon (2016)

Lester Harmon was re-elected to a three year term until June of 2019

Rebecca L. Bowley (2018)

Appointed Municipal Officials Town of Hollis, Maine

Assessor

Debra Stitson

Appointed 6/25/2014-6/30/2017

Code Enforcement Officer, Building Inspector, Plumbing Inspector Electrical Inspector

Bob Cyr appointed 4/1/2016

Reappointed 3/22/2017- 4/1/2018

Peter Gordon, Deputy appointed 4/1/2016

Administrative Assistant to Code Office - Beth Gardner

E911 Addressing Officer

Bob Cyr appointed 4/1/2016

Constable & Animal Control Officer

Louis Marchand

Reappointed 6/17/2015 –June of 2017

Resigned 3/31/2016

Kaden Flynn

Appointed 4/5/2016- June 30, 2017

Louis Marchand appointed Deputy Animal Control Officer 4/5/2016

Deputy Tax Collector

Deputy Treasurer

Deputy Town Clerk

Wendy B. Vachon

Therese Konczal

Faith Plummer appointed 5/9/2016

Appointed Municipal Officials Town of Hollis, Maine

Health Officer

Dr. Robert Lundin (appointed 3/15/2015)

Maintenance

Bob Larry

Municipal Fire & Rescue Chief

Jason Johnson appointed 10/5/2012

Christopher Young, appointed Acting Fire Chief 7/27/2016

Christopher Young, Interim Chief of Hollis Fire & Rescue 10/07/2016

Christopher Young, Fire –Rescue Chief 11/4/2016

Thomas E. Hooper, Deputy Fire Chief 1/3/2017

Emergency Management

Jason Johnson 10/5/2012

Christopher Young 11/4/2016

Parks & Recreation Director

Debbie Tefft

Administrative Assistant

Jennifer Aguilera hired 3/2015-

Bennet Flinner hired

Registrar of Voters

Wendy B. Vachon appointed June 20, 2014

Martha E. Huff appointed 1/2016

Appointed Municipal Officials Town of Hollis, Maine

Video

Sherry Estabrook
John Paul Rondeau

Webmaster

Rob Roy
Bennet Flinner

Secretary Hollis Appeals Board

Martha Turner

Secretary Hollis Planning Board

Martha Turner

Secretary Hollis Budget Committee

Martha Turner

**Town of Hollis, Maine
Boards and Committees
2015 - 2016**

Planning Board – 7 member board

The Hollis Planning Board is a seven member board created by Ordinance at the Annual Town Meeting in March of 1984.

1. Paul Mattor appointed 5/13/2015 term expires 6/2018
2. Peter Lovell appointed 9/11/2015 term expires 6/2017
3. Joseph Ponzetti appointed 9/18/15,
reappointed in 2016 term expires 6/30/2019
4. Kevin Flinner appointed 7/13/2016 term expires 6/2018
5. Bruce Wishart appointed 7/13/2016 term expires 6/2019.
6. Heather Sullivan appointed 9/7/2016 term expires 6/2018
7. Vacant seat with a term that expires 6/2017.

A special Thank you to all our previous Planning Board Members

Faith Plummer reappointed 6/14- 6/17 resigned 8/2016

Chris Roy resigned 10/28/2015

David Goodwin appointed 6/19/2013 – 6/2016 , resigned 2/3/2015

Victor Kirmes appointed 6/24/2015 -6/2018 , resigned 8/2015

Rita Perron appointed 6/24/2015 -6/2018, resigned 10/29/2015

Patrick Lawler appointed 7/11/2014- resigned

Richard Fitzpatrick appointed 9/11/2015 to fill Patrick Lawler term, resigned.

Mike Seely appointed 12/02/2015 -6/2017, resigned 6/29/2015

Conservation Committee – 7 member board

1. John Sheahan, reappointed 6/17/2015 term expires 6/2018
2. Catherine Hewitt reappointed 6/30/2016 term expires 6/2019
3. Doris Luther reappointed 6/17/2015 term expires 6/2018
4. Edna Leigh Libby reappointed 6/17/2015 term expires 6/2017
5. John Mattor reappointed in 6/29/2016 term expires 6/2019
6. Eric Wright appointed 11/30/2016 term expires 6/2018
7. Joanne Toone 10/26/2016 term expires 6/2017
Mary Weyer changed to an associate member
Martha Turner changed to an associate member

**Town of Hollis, Maine
Boards and Committees
2015 - 2016**

Appeals Board – 5 member board

6/14/2016 the Hollis Annual Town Meeting Article #23 reduced the number of Appeals Board Members from seven members down to a five member board for 2016-2017.

- | | |
|-------------------------------------|------|
| 1. Rebecca Bowley | 2016 |
| 2. Carrie Walker | 2018 |
| 3. Katharine Harriman | 2017 |
| 4. Bart Sughrue- Chairman | 2017 |
| 5. Nancy Ponzetti | 2019 |
| 6. David Barrett resigned 4/19/2017 | 2018 |
| 7. Carla Turner retired 6 / 2016 | 2016 |

Hollis Budget Committee – 7 member Board

1. Troy Hanson elected 6/2015-
Win Williams appointed 2/10/16 to fill unexpired term of Troy Hanson 2018.
2. Jack Rogala elected 6/2015 term expires 6/2018
3. Leonard S. Van Gaasbeek Jr. elected 6/2015 term expires 6/2018
4. Leonard S. Van Gaasbeek III elected 6/2014 term expires 6/2017
5. Dana Gray elected 6/2013 term expired 6/14/2016.
Alton Meserve elected by write in vote 6/14/2016 and declined to serve.
Rita Anderson was appointed to fill the vacant seat 2/1/17 until 6/2019.
6. Marguerite Gardner elected 6/2013 term expires 6/2016
James Dyer elected 6/14/2016 term expires 6/2019
7. Brett Davis, Sr. elected 6/2014 term expires 2017, resigned 8/22/2016.
Sandy Seely appointed 8/24/2016 to fill vacant seat, resigned.
Marguerite Gardner appointed fill unexpired term 2/1/2017- June of 2017.

**Town of Hollis, Maine
Boards and Committees
2015 - 2016**

Hollis Clothing Closet Committee

All members appointed May 18, 2016- June 30, 2018

Margaret Hartley
Muriel "Tootsie" Johnson
Diane Meserve
Mona Meserve
Barbara Miller

Community Building Committee

All members appointed 8/24/2016- August of 2017.

Ed Dyson
Len VanGaasbeek (Jr.)
Debbie Tefft
John Paul Rondeau
Kevin Flinner
William Bickford

New Town Complex Initiative Committee

All members appointed 9/7/2016- June of 2018

Erik Johnson
Leonard VanGaasbeek, Jr.
John Sheahan
John Paul Rondeau
Dana Gray
Kevin LaFreniere *appointed 3/17/2017-6/30/2018*

Long Range Planning Committee

Faith Plummer appointed 12/21/2016 term expires June of 2017.
Mark Goodwin appointed 05/04/2016 term expires June of 2018
Kevin Lafreniere appointed 2/3/2016 term expires June of 2018
Dana Gray
Leonard S. Van Gaasbeek, Jr.
John "Jack" Rogala
Kenneth E. Davis

**Town of Hollis, Maine
Boards and Committees
2015 - 2016**

Salmon Falls Library Trustees

Peter Elliot 3/27/2014 – 6/2018

Saco River Community Television Board of Directors

Beth Gardner, Hollis appointed 9/17/2014- 6/30/2015

Saco River Corridor Commission

Donna M. Hanson reappointed 11/30/2016- 11/01/2019

Ecomaine Board of Directors

Roger B. Hicks appointed July 08, 2015- June 30, 2018 (alternate)

Len Van Gaasbeek, Jr. June 10, 2015- June 10, 2018

Freedom of Access Officer

Martha E. Huff reappointed 7/20/2016- June of 2017

Town of Hollis, Maine Election Staff

Martha E. Huff, Hollis Town Clerk & Registrar of Voters

Faith Plummer, Deputy Town Clerk & Deputy Registrar

Anna McClay, Deputy Town Clerk

Martha Turner, Deputy Registrar of Voters

Rochelle Prince appointed as Election Warden

Rochelle Prince elected as Town Meeting Moderator

Ken Davis elected Moderator Hollis Special Town Meeting January 19, 2016

Rita Anderson
Therese Annis
Dawn Bellonzi
Rebecca Bowley
Nancy Conway
Jennifer Davis
Brett Davis, Sr.
Mary Davichick
Vida Fasulo
Bennet Flinner
Alecia Freeman
Daniel Freeman
Carol Goodwin
James Havu

Margaret Holmes
Donna Lovell
Peter Lovell
Paul Mattor
Barbara Miller
Nancy Ponzetti
Jackie Sargent
Patricia Stover
Debra Silver
Joanne Toone
Lila Wilkins
Edward Dyson
Kathleen Dyson

Town of Hollis, Maine
Clerk Report
July 1, 2015- June 30, 2016

I wish to thank the residents of Hollis for allowing me the privilege to serve as your Town Clerk & Registrar of Voters. The duties of this office are varied from issuing dog, fish & game and marriage licenses to providing certified copies of death, birth and marriage records, genealogical research, filing of DD214, Sole Proprietor, Pole Permits and maintaining records of all appointments made by the Select Board, Oath of Offices, and keeping the official permanent record book of town history. The Town Clerk oversees all elections. The Registrar of Voters registers and maintains all voter records. We also offer notary services.

I would like to thank Wendy Vachon and Theresa Konczal who worked as Deputy Town Clerks. We wish them success in their new endeavors.

Faith Plummer was hired in May of 2016 to fill the positions of Deputy Town Clerk, Deputy Tax Collector and Deputy Treasurer. Faith has brightened our offices with her personality and eagerness to learn all of her three new jobs. Anna McClay's assistance is very appreciated as Deputy Town Clerk. Martha Turner has been a wonderful asset as Deputy Registrar of Voters.

I would like to thank the dedicated group of individuals who are part of the Hollis Election Staff Lila Wilkins, Margaret "Peigi" Holmes, Kathy Dyson, Ed Dyson, Rita Anderson, Dan Freeman, Alecia Freeman, Donna Lovell, Becky Bowley, Debra Silver, Dawn Bellonzi, Peter Lovell, Rochelle Prince, Nancy Conway, Brett Davis Sr., Martha Turner, Carol Goodwin, Theresa Annis, Nancy Ponzetti, Vida Fasulo, Barbara Miller, Mary Davichick, Bennet Flinner and James Havu. Jackie Sargent, Victor Kirmes, Linda Light & Edwin Light all retired after serving for many years as Ballot Clerks. Robert "Bob" Larry retired after being Hollis' custodian for many years. Bob was always very faithful in setting up elections in the early morning hours and making sure the coffee was on.

The Hollis Fire Station allows Voter accessibility for elections that our other town buildings are unable to meet. A special Thank you to Hollis Fire Rescue Chief Jason Johnson and Hollis Fire Rescue Chief Chris Young who allow us to utilize their fire station on election days. The entire Fire Department works for several days before each election to set up and several days after to put away our election equipment.

This year (2015-2016) I had the privilege of working with the Hollis Select Board Members Dave McCubrey, River Payne and Roger Hicks. I appreciate all of their dedication to our town and ability to work with Department Heads, Boards and Committees.

Please feel free to call me at (207) 929-8552 extention18 with any questions or comments.

Respectfully Submitted,
Martha E. Huff, Hollis Town Clerk

**Town of Hollis, Maine
Clerk Report
July 1, 2015- June 30, 2016**

Vital Records Report's July 1, 2015- June 30, 2016

35 Deaths in Hollis
32 Marriage Licensed completed
38 Births

Dog Licenses Issued July 1, 2015- June 30, 2016

61 Whole Dogs
569 Spayed or Neutered Dogs
5 Kennel Licenses
1 Service Dog
1 Transfer from another town
1 Replacement tag

Inland Fisheries & Wildlife Licenses

\$9,399.25 Inland Fisheries & Wildlife Licenses sold

**Hollis Town Clerk's Office
In Remembrance of Hollis Residents
July 1, 2015- June 30, 2016**

Bares, Olga	99	Garland, Bertha Edna	93
Belanger, Brenda Marion	75	Goff-Kelly, Florence Haley	95
Benson, Cecil Arthur	78	Green, Starr Norine	78
Bossie, David Patrick	52	Harmon, Ruth Thelma	92
Boyle, Keith Robert	46	Haynes, Larry R.	68
Bradley, Robert P.	72	Marquis, Michelle	54
Cady, Paul J	43	McGlinchey, Barbara S.	87
Cartonio, Raffaele Neal	77	Morse, Stephen	57
Coccorullo, John Nicholas	52	Palmer, Dawn Marie	40
Crowley, Richard R	67	Plummer, Ann Wright	69
Davis, Jeffrey James	6	Provencher, John M.	56
Decker, Karen Lynne	49	Ramsdell, Richard T.	58
Donovan, Wayne E.	65	Smith, Pauline Cyr	68
Ducharme, Dawn M.	82	Townsend, Charles G. Jr.	76
Emmons, Judith Marlene	75	Walker, Alton L.	88
Fitzpatrick, Richard A.	75	Wheeler, Henry E.	96
Gallant, Richard F.	56	Wood, John S.	74
Gammon, Carolyn L.	59		

Hollis Town Clerk's Office Vital Records
Marriages Town of Hollis
June 1, 2015- June 30, 2016

Victoria Elizabeth Lund
Lacey Myra Whitehouse
Michael Edward Price
Timothy James Maloney
Elliot Joshua Roy
Shawn Andre Labrie
Mary Theresa McNally
Natalie Jean Frye
Kristina Marie Leighton
Clare Elizabeth Flore
Tanya Lynn Severance
Amanda Ida Huff
Dustin Richard Plante
Whitney Lee King
John Joseph Murray
Ronald William Langevin
Keith Daniel Aucoin
Wendy Beth Vachon
Jake Johnson Hall
Rebecca Elizabeth Schlegel
Jesse Joseph Cebula
Christopher Joseph Politano
Eric Daniel Vanesse
Joshua Jon Szafranski
Nicole Anne Bourque
Sarah Lynn Voisine
Linda Wood Hunt
Joanne Evelyn Gartland
Malerie Ann Dupuis
Ethan James Kilbride-Johnson
Sue A. Queen
Corinna Fay Blair

Jonathan James Stearns
Joseph Lee Mckown
Allison Libby Donovan
Meghan Victoria Riley
Brian Joseph Thuotte
Diane Marie Tousignant
Rita Beatrice Perron
Frankie Austin Darling
Edward Thomas Smith
Trevor James Lilly
Christopher Robert Richard
Christopher Paul Graham
Ashley Michele Cram
Joseph Andre Gregoire
Debra Jean Gurney
Bethany Marisa Trombley
Melissa Christine Lemieux
Troy Scott Hanson
Ashley Elizabeth Griffin
Samuel Leroy Harris
Deja Lee Glaude
Tina Marie Shepard
Ashley Marie Bissonnette
April Korean Rumery
Justen Patrick Frechette
Rickey Eli Morin
Adrienne Barringer Turner
Paul Henry Rondeau
Matthew Scott Dow
Brittany Ann Roberge
Rocky A. Irish
Timothy James Walsh

Warrant for the Annual Town Meeting for the Fiscal Year July 1, 2015 - June 30, 2016

To Louis Marchand, a Constable, in the Town of Hollis, County of York and the State of Maine:

Greetings;

In the name of the State of Maine, you are hereby requested to notify and warn the inhabitants of said Town of Hollis, qualified to vote in town affairs, to assemble at the 405 Plains Road, Fire Station, in said Town on **Tuesday, June 9, 2015**, at 7 am in the forenoon to act on Article 1. The polls will then open to act on the following secret ballot articles **#2** through **#22** and will close at 8 pm in the evening **June 9, 2015**.

Article 1: To choose a Moderator to preside at said meeting.

Rochelle Prince was elected Moderator.

Article 2: To choose all necessary elected Town Officials.

Selectman & Overseer of the Poor- vote for one for a three year term

Hanson, Troy S .	46
Hicks, Roger B.	372
Severance, I. Benjamin	134
write in s	1
blank ballots	9
	562 total votes

Treasurer - vote for one for a three year term

Meserve, Diane M.	491
write ins	9
blank ballots	63

Budget Committee for a three year term - vote for three

VanGaasbeek, Leonard S. Jr.	446
Ragala, John " Jack"	16 write in votes
Hanson, Troy	9 write in votes
Carl, Kristin	9 write in votes (declined to serve in office)
Other write ins	27
blank ballots	1179

MSAD #6 School Board Director vote for one for a three year term

Bowley, Rebecca L.	475
write in	15
blanks	72

Article 3: Shall the Town vote to raise and appropriate **\$756,282** for **General Government Operations?**

		13-14 Apr.	14-15 Apr.	15-16 Budget
0100	Administration	\$147,630	\$157,450	\$163,734
0101	Broadcasting	\$2,536	\$2,600	\$6,200
0102	Town Record Preservation	\$0	\$0	\$5,000
0103	Treasurer	\$44,960	\$43,833	\$44,404
0104	Town Clerk	\$40,138	\$38,143	\$42,500
0105	Elections	\$16,200	\$16,200	\$16,500
0106	Tax Collector	\$52,979	\$53,404	\$54,209
0150	Legal Fees	\$8,000	\$8,000	\$12,000
0400	Operations and Maintenance	\$48,971	\$47,938	\$49,130
1300	Insurance	\$184,631	\$217,885	\$213,716
1600	FICA (Withholding)	\$57,982	\$60,586	\$63,495
1800	Animal Control	\$9,800	\$10,331	\$10,701
2200	Planning Board	\$2,500	\$2,500	\$8,000
2205	Budget Committee	\$1,000	\$1,500	\$2,600
2210	Appeals Board	\$0	\$0	\$300
2298	Veteran's Flags	\$600	\$700	\$700
2370	Conservation Commission	\$500	\$1,000	\$750
2400	Saco River TV	\$12,250	\$14,866	\$15,493
2500	Code Enforcement	<u>\$44,000</u>	<u>\$44,830</u>	<u>\$46,850</u>
	Totals	\$674,677	\$721,766	\$756,282
Budget Committee - Recommend		Selectmen - Recommend		
		Yes 424	No 118	Blanks 20

Article 4: Shall the Town vote to raise and appropriate **\$240,689** for The **Recreation Department?**

		13-14 Apr.	14-15 Apr.	15-16 Budget
1200	Hollis Parks and Recreation	\$224,571	\$222,015	\$218,433
1219	Sports complex	<u>\$22,232</u>	<u>\$22,232</u>	<u>\$22,256</u>
	Totals	\$246,803	\$244,247	\$240,689
Budget Committee - Recommend		Selectmen - Recommend		
		yes 408	no 146	blanks 8

Article 5: Shall the Town vote to raise and appropriate **\$585,695** for **Road & Highway Services?**

		13-14 Apr.	14-15 Apr.	15-16 Budget
0500	Snow and Sanding	\$209,429	\$243,641	\$295,695
0600	Highway	\$104,711	\$140,000	\$140,000
0601	Paving	<u>\$100,000</u>	<u>\$125,000</u>	<u>\$150,000</u>
	Totals	\$414,140	\$508,641	\$585,695
Budget Committee - Recommend		Selectmen - Recommend		
		yes 484	no 68	10 blanks

Article 6: Shall the Town vote to raise and appropriate **\$508,962** for **Emergency Services** provided by the Hollis Municipal Fire Department?

		13-14 Apr.	14-15 Apr.	15-16 Budget
		\$458,948	\$484,223	\$508,962
Budget Committee - Recommend		Selectmen - Recommend		
		yes 448	no 102	12 blanks

Article 7: Shall the Town vote to raise and appropriate **\$257,500** for **Public Services**?

		Final 6-9-2015	13-14 Apr.	14-15 Apr.	15-16 Budget
0900	Solid Waste Disposal		\$304,000	\$236,000	\$233,000
1000	General Assistance		\$15,000	\$1	\$10,000
2000	Street Lights		<u>\$13,500</u>	<u>\$13,500</u>	\$14,500
	Totals		\$332,500	\$249,501	\$257,500

Budget Committee - Recommend

Selectmen - Recommend

yes 460

no 93

9 blanks

Article 8: Shall the Town vote to raise and appropriate **\$75,626** for **Hollis Libraries**?

			13-14 Apr.	14-15 Apr.	15-16 Budget
0800	Salmon Falls Library		\$40,510	\$42,355	\$45,626
0810	Hollis Center Library		<u>\$29,006</u>	<u>\$35,000</u>	\$30,000
	Totals		\$69,516	\$77,355	\$75,626

Budget Committee - Recommend

Selectmen - Recommend

yes 397

no 158

7 blanks

Article 9: Shall the Town vote to raise and appropriate up to **\$13,400** for sidewalk lights to be installed on the new **Canal / Bar Mills Bridge**?

Budget Committee - Recommend

Selectmen - Recommend

yes 361

no 189

12 blanks

Article 10: Shall the Town vote to raise and appropriate **\$1000** to help fund a Town community day?

Budget Committee - Recommend

Selectmen - Recommend

yes 357

no 198

8 blanks

Article 11: Shall the Town vote to authorize the Selectmen to spend up to **\$380,000** from the TIF to purchase a new **Fire Engine**?

Budget Committee - Recommend

Selectmen - Recommend

yes 339

no 212

12 blanks

Article 12: Shall the Town vote to set aside **\$50,000** from Undesignated Fund Balance to be added to the \$150,000 set aside in previous years to help finance the estimated \$250,000 cost of the Town's next **revaluation**?

Budget Committee - Recommend

Selectmen - Recommend

yes 354

no 191

18 blanks

Article 13: Shall the Town vote to raise and appropriate **\$20,126** for the following **Non-Municipal** requests?

		13-14 Apr.	14-15 Apr.	15-16 Budget
2299	York County Shelter Progs	\$700	\$700	\$700
2300	Visiting Nurse Service	\$1,850	\$1,850	\$1,850
2301	York County Com. Action	\$3,400	\$3,400	\$3,400
2302	Leavitt's Mills Health Care	\$1,800	\$1,800	\$1,800
2303	Kids Free to Grow	\$500	\$0	\$500
2304	Caring Unlimited	\$1,000	\$1,281	\$1,281
2305	Maine Behavioral Healthcare	\$500	\$500	\$500
2306	Day One Inc.	\$500	\$500	\$500
2307	So. Me. Agency on Aging	\$2,000	\$2,500	\$2,500
2310	Cub Scouts	\$850	\$850	\$850
2312	Boy Scouts	\$700	\$700	\$700
2314	Red Cross	\$0	\$275	\$300
2315	Buxton-Hollis Historical	\$450	\$600	\$600
2317	VNA Home Health Care	\$500	\$0	\$250
2318	Maine Public Broadcasting	\$0	\$200	\$100
2319	York County Food Rescue	\$925	\$925	\$1,000
2320	Saco River Corridor Commission	\$0	\$300	\$300
2321	Saco River Theatre	\$500	\$0	\$0
2322	Sexual Assault Response Services	\$0	\$0	\$1,000
2360	So. Me Regional Planning	\$1,221	\$1,257	\$1,295
2395	12 Town Group	\$200	\$200	\$200
3000	Biddeford Free Clinic	\$0	\$0	\$500
	Totals	\$17,596	\$17,838	\$20,126
Budget Committee - Recommend		Selectmen - Recommend		
		yes 411	no 147	5 blanks

Article 14: Shall the Town vote to accept and spend the following **Estimated** and anticipated revenues and reimbursements?

	13-14 Amt.	14-15 Amt.	15-16 Est.
MDOT Block Grant	\$62,000	\$62,185	\$55,800
CEO Fees	\$26,600	\$34,000	\$30,000
Dog Fees	\$1,150	\$750	\$700
Excise Taxes	\$660,000	\$680,000	\$725,000
Rescue Fees	\$90,000	\$98,000	\$110,000
Parks and Recreation Fees	\$135,097	\$155,000	\$159,000
Misc. Revenues & Reimbursements	\$72,300	\$65,000	\$61,000
BETE Reimbursement	\$148,647	\$163,000	\$157,000
Homestead Reimbursement	\$53,500	\$56,000	\$56,800
Tree Growth Reimbursement	\$21,000	\$20,700	\$20,700
Veteran's Exemption Reimbursement	\$1,800	\$2,000	\$2,100
State Revenue Sharing	\$161,659	\$100,148	\$109,704
Cable Franchise Fees	<u>\$42,800</u>	<u>\$43,200</u>	<u>\$41,500</u>
Totals	\$1,476,553	\$1,479,983	\$1,529,304
Selectmen - Recommend Passing			
	yes 453	no 98	12 blanks

Article 15: Shall the Town vote to accept the State Snowmobile Registration funds and distribute them to the Hollis Snowmobile Clubs for the purpose of maintaining Hollis snowmobile trails?

Selectmen - Recommend Passing

yes 442 no 71 50 blanks

Article 16: Shall the Town vote to authorize the Selectmen and the Tax Collector to:

1. Charge interest on unpaid taxes, determine the rate thereon, set the due date for taxes, and to set the date on which interest shall commence
(Tax Collector recommends charging interest at a rate of 7% per annum, that taxes be due and payable in two payments: The first due on November 04, 2015 and the second due on May 04, 2016, with interest commencing on the first half on November 05, 2015 and the second half on May 05, 2016);
2. Accept prepayment of taxes;
3. Set the interest rate to be paid by the Town on the refunded overpayment of taxes for the 2015-2016 Fiscal Year (Tax collector and Selectmen recommend 3%.): and.
4. Apply all tax payments to the oldest outstanding taxes first?

Selectmen - Recommend Passing

yes 451 no 88 24 blanks

Article 17: Shall the Town vote to authorize the Selectmen acting as the **Sports Complex Committee** to:

- A. Accept private donations and/or grants to complete approved projects and continue the ongoing maintenance at the Sports Complex grounds with the donations being kept in a protected account to be carried forward at the year-end; and,
- B. Set and charge rental fees and retain these fees (in a protected account) derived from the rental of the Sports Complex fields to help offset maintenance costs?

Selectmen - Recommend Passing

yes 465 no 73 25 blanks

Article 18: Shall the Town vote to authorize funds in the **Veteran's Graves account # 2308** and, **General Assistance account #1000** be perpetually carried forward each year?

Selectmen - Recommend Passing

yes 491 no 45 27 blanks

Article 19: Shall the Town vote to authorize the Selectmen to spend up to \$20,000 from the TIF to update the **Comprehensive Plan**?

Budget Committee - Recommend

Selectmen - Recommend

yes 331 no 201 31 blanks

Article 20: Shall the Town vote to authorize the Selectmen to spend up to \$20,000 from the TIF to amend the current **TIF agreement**?

Budget Committee - Recommend

Selectmen - Recommend

yes 330 no 203 30 blanks

Article 21: Shall the Town authorize the Selectman to place the \$20,000 received from Ecomaine from recycling revenues in a protected account to be utilized to offset any future potential recycling revenue losses?

Budget Committee - Recommend

Selectmen - Recommend

yes 478 no 60 25 blanks

Article 22: Shall the town increase the property tax limit established for the Town by State law, in the event the municipal budget approved under the preceeding articles results in a tax commitment that is greater than the property tax levy limit?

Selectmen - Recommend Passing

yes 245 no291

27 blanks

ARTICLE FAILED

Signed this 29th day of April, 2015

s/

River Payne, Selectman

David McCubrey, Selectman

s/

Brian N. Atkinson, Selectman

Official Town of Hollis, Maine Referendum Results Special Town Meeting August 25, 2015

Article # 1: To choose a Moderator to preside at said meeting.
Rochelle Prince was elected Moderator.

Article# 2: Shall the town authorize the Select Board to use \$130,000 from the Town's Undesignated Fund balance to apply to the Tax Commitment in order to bring the Town's Property Tax Levy into compliance with State Statute Title 30-A subsection 5721-A?

99 Yes 28 No 0 Blanks - 127 Ballots cast.

Article #2 passed.

Town of Hollis, Official Election Results 8/25/2015
Martha E. Huff, Hollis Town Clerk

State of Maine Return Votes cast

Municipality Hollis -1(1)

Referendum Election November 03, 2015 – Hollis, Maine

550 total votes cast

- 1. Citizen's Initiative- Maine Clean Act/ Campaign Finance Law Amendments**
299 Yes
248 No
3 Blank
- 2. Bond Issue – Low Income/ Senior Housing Bond**
395 Yes
152 No
3 Blank
- 3. Bond Issue- Transportation Bond**
409 Yes
140 No
1 Blank

Certified by Municipal Clerk: s/Martha E. Huff 11/3/2015

JUNE 14, 2016
Hollis Town Meeting for 2016-2017

**Warrant for the Annual Town Meeting
for the Fiscal Year July 1, 2016 - June 30, 2017**

To Louis Marchand, a Constable in the Town of Hollis, County of York, State of Maine,

Greeting:

In the Name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Hollis in York County, Maine, qualified to vote in town affairs, to assemble at the Hollis Fire Station located at 405 Plains Road, in said town on Tuesday, January 19, 2016 at 7 p.m. to then and there act upon the following articles:

Article 1: To elect a Moderator to preside at said meeting.

Kenneth Davis was elected Moderator.

Article 2: Shall the Town vote to authorize the Select Board to spend up to \$60,000 from the Undesignated Fund Balance to provide emergency repairs to the Hollis Community Building?

(This article includes mold remediation, proposals for reconstruction, and reconstruction.)

Select Board recommends

Budget Committee recommends

Yes 50 No 17 Article #2 passes.

Signed this 6th of January, 2016

s/David W. McCubrey, Chairperson of Select Board

s/River L. Payne, Select Board

s/Roger B. Hicks, Select Board

Date: 1/7/2016

Original Warrant received by Martha E. Huff, Hollis Town Clerk

Election Results certified by Kenneth Davis, Moderator 1/19/2017

Article 3: Shall the Town vote to raise and appropriate up to **\$792,621** for **General Government Operations?**

		14-15 Apr.	15-16 Apr.	16-17 Budget
0100	Administration	\$157,450	\$163,734	\$126,990
0101	Broadcasting	\$2,600	\$6,200	\$4,200
0102	Town Record Preservation	\$0	\$5,000	\$0
0103	Treasurer	\$43,833	\$44,404	\$46,293
0104	Town Clerk	\$38,143	\$42,500	\$45,193
0105	Elections	\$16,200	\$16,500	\$19,445
0106	Tax Collector	\$53,404	\$54,209	\$56,935
0107	Assessor	\$0	\$0	\$57,985
0150	Legal Fees	\$8,000	\$12,000	\$8,000
0400	Operations and Maintenance	\$47,938	\$49,130	\$49,076
1300	Insurance	\$217,885	\$213,716	\$225,098
1600	FICA (Withholding)	\$60,586	\$63,495	\$65,602
1800	Animal Control	\$10,331	\$10,701	\$12,472
2200	Planning Board	\$2,500	\$8,000	\$10,092
2205	Budget Committee	\$1,500	\$2,600	\$2,200
2210	Appeals Board	\$0	\$300	\$400
2298	Veteran's Flags	\$700	\$700	\$700
2370	Conservation Commission	\$1,000	\$750	\$600
2400	Saco River TV	\$14,866	\$15,493	\$15,290
2500	Code Enforcement	<u>\$44,830</u>	<u>\$46,850</u>	<u>\$46,050</u>
	Totals	\$721,766	\$756,282	\$792,621
Select Board - Recommend		Budget Committee - Recommend		

Yes 355 No 75

Article 4: Shall the Town vote to raise and appropriate up to **\$255,650** for The **Recreation Department?**

		14-15 Apr.	15-16 Apr.	16-17 Budget
1200	Hollis Parks and Recreation	\$222,015	\$218,433	\$232,000
1219	Sports Complex	<u>\$22,232</u>	<u>\$22,256</u>	<u>\$23,650</u>
	Totals	\$244,247	\$240,689	\$255,650
Select Board - Recommend		Budget Committee - Recommend		

yes 332 No 115

Article 5: Shall the Town vote to raise and appropriate up to **\$600,113** for **Road & Highway Services?**

		14-15 Apr.	15-16 Apr.	16-17 Budget
0500	Snow and Sanding	\$243,641	\$295,695	\$310,113
0600	Highway	\$140,000	\$140,000	\$140,000
0601	Paving	<u>\$125,000</u>	<u>\$150,000</u>	<u>\$150,000</u>
	Totals	\$508,641	\$585,695	\$600,113
Select Board - Recommend		Budget Committee - Recommend		

Yes 391 No 59

Article 6: Shall the Town vote to raise and appropriate up to **\$510,000** for **Emergency Services** provided by the Hollis Municipal Fire Department?

		14-15 Apr.	15-16 Apr.	16-17 Budget
		\$484,223	\$508,962	\$510,000
Select Board - Recommend		Budget Committee - Recommend		

Yes 358 No 64

Article 7: Shall the Town vote to raise and appropriate up to **\$252,100** for **Public Services?**

		14-15 Apr.	15-16 Apr.	16-17 Budget
0900	Solid Waste Disposal	\$236,000	\$233,000	\$231,000
1000	General Assistance	\$1	\$10,000	\$6,600
2000	Street Lights	<u>\$13,500</u>	<u>\$14,500</u>	<u>\$14,500</u>
	Totals	\$249,501	\$257,500	\$252,100
Select Board - Recommend		Budget Committee - Recommend		
		Yes 384		No 45

Article 8: Shall the Town vote to raise and appropriate up to **\$74,128** for **Hollis Libraries?**

		14-15 Apr.	15-16 Apr.	16-17 Budget
0800	Salmon Falls Library	\$42,355	\$45,626	\$45,128
0810	Hollis Center Library	<u>\$35,000</u>	<u>\$30,000</u>	<u>\$29,000</u>
	Totals	\$77,355	\$75,626	\$74,128
Select Board - Recommend		Budget Committee - Recommend		
		Yes 336		No 95

Article 9: Shall the Town vote to raise and appropriate up to **\$19,765** for the following **Non-Municipal** requests? * difference of \$200 taken form food rescue per selectboard.

		14-15 Apr.	15-16 Apr.	16-17 Budget
2299	York County Shelter Progs	\$700	\$700	\$700
2300	Visiting Nurse Service	\$1,850	\$1,850	\$1,850
2301	York County Com. Action	\$3,400	\$3,400	\$3,400
2302	Leavitt's Mills Health Care	\$1,800	\$1,800	\$1,800
2303	Kids Free to Grow	\$0	\$500	\$500
2304	Caring Unlimited	\$1,281	\$1,281	\$1,281
2305	Maine Behavioral Healthcare	\$500	\$500	\$400
2306	Day One Inc.	\$500	\$500	\$500
2307	So. Me. Agency on Aging	\$2,500	\$2,500	\$2,750
2310	Cub Scouts	\$850	\$850	\$700
2312	Boy Scouts	\$700	\$700	\$600
2314	Red Cross	\$275	\$300	\$300
2315	Buxton-Hollis Historical	\$600	\$600	\$500
2317	VNA Home Health Care	\$0	\$250	\$250
2318	Maine Public Broadcasting	\$200	\$100	\$100
2319	York County Food Rescue	\$925	\$1,000	\$1,000
2320	Saco River Corridor Commission	\$300	\$300	\$300
2321	Saco River Theatre	\$0	\$0	\$200
2322	Sexual Assault Response Services	\$0	\$1,000	\$1,000
2360	So. Me Regional Planning	\$1,257	\$1,295	\$1,334
2395	12 Town Group	\$200	\$200	\$300
3000	Biddeford Free Clinic(Closed)	\$0	\$500	\$0
	Ladawn Therapeutic Riding	\$0	\$0	\$200
	Lifeflight Foundation	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
	Totals	\$17,838	\$20,126	\$19,965
Select Board - Recommend		Budget Committee - Recommend		
		Yes 349		No 82

Article 10: Shall the Town vote to accept and spend the following estimated and anticipated revenues and reimbursements?

	14-15 Amt.	15-16 Est.	16-17 Est.
MDOT Block Grant	\$62,185	\$55,800	\$51,740
CEO Fees	\$34,000	\$30,000	\$30,000
Dog Fees	\$750	\$700	\$1,500
Excise Taxes	\$680,000	\$725,000	\$765,000
Rescue Fees	\$98,000	\$110,000	\$120,000
Parks and Recreation Fees	\$155,000	\$159,000	\$160,000
Misc. Revenues & Reimbursements	\$65,000	\$61,000	\$80,000
BETE Reimbursement	\$163,000	\$157,000	\$150,000
Homestead Reimbursement	\$56,000	\$56,800	\$87,000
Tree Growth Reimbursement	\$20,700	\$20,700	\$23,000
Veteran's Exemption Reimbursement	\$2,000	\$2,100	\$2,000
State Revenue Sharing	\$100,148	\$109,704	\$109,704
Cable Franchise Fees	<u>\$43,200</u>	<u>\$41,500</u>	<u>\$40,000</u>
Totals	\$1,479,983	\$1,529,304	\$1,619,944
Select Board - Recommend	Budget Committee - Recommend		
	Yes 402 NO 44		

Article 11: Shall the Town increase the property tax levy limit established for the Town by State law, in the event that the municipal budget approved under the preceding articles results in a tax commitment that is greater than this property tax limit?

Select Board - Recommend	Budget Committee - Recommend
	Yes 230 No 218

Article 12: Shall the Town vote to authorize the Select Board and the Tax Collector to:

1. Charge interest on unpaid taxes, determine the rate thereon, set the due date for taxes, and to set the date on which interest shall commence
(Tax Collector recommends charging interest at a rate of 7% per annum, that taxes be due and payable in two payments: The first due on November 02, 2016 and the second due on May 03, 2017, with interest commencing on the first half on November 03, 2016 and the second half on May 04, 2017);
2. Accept prepayment of taxes;
3. Set the interest rate to be paid by the Town on the refunded overpayment of taxes for the 2016-2017 Fiscal Year (Tax collector and Select Board recommend 3%.); and,
4. Apply all tax payments to the oldest outstanding taxes first?

Select Board - Recommend	Budget Committee - Recommend
	Yes 397 No 49

Article 13: Shall the Town vote to authorize the Select Board acting as the **Sports Complex Committee** to:

1. Accept private donations and/or grants to complete approved projects and continue the ongoing maintenance at the Sports Complex grounds with the donations being kept in a protected account to be carried forward at the year-end; and,
2. Set and charge rental fees and retain these fees (in a protected account) derived from the rental of the Sports Complex fields to help offset maintenance costs?

Select Board - Recommend	Budget Committee - Recommend
	Yes 392 No 37

1. The **\$200,000** previously set aside for the Town's next revaluation;
2. Up to **\$100,000** from the Undesignated Fund Balance; and,
3. Any cost associated with the TIF District for this project from the TIF Account?

Select Board - Recommend	Budget Committee - Recommend	
	Yes 297	No 152

Article 16: Shall the Town authorize the Select Board to spend up to **\$20,000** from the Undesignated Fund Balance for information and services needed to initiate conception and/or design work for a new Town Hall and/or Community Building in collaboration with the Long Range Planning Committee?

Select Board - Recommend	Budget Committee - Recommend
Yes 259	No 164

Article 18: Shall the Town vote to authorize the Select Board to spend up to **\$30,000** from the TIF (Tax Increment Financing) to repair the roof at Station 1, located at 375 Hollis Road?

Select Board - Recommend Budget Committee - Recommend

Yes 358 No 68

Article 20: Shall the Town vote to authorize the Select Board to spend up to **\$41,200** from the TIF for the **Emergency Truck Route Detour Project** which includes the remaining balance for the Fire Service Truck (\$30,000), 50 traffic cones (\$1,000), 10 traffic barricades (\$2,000), 10 signs with stands (\$4,000), and an enclosed trailer (\$4,200)?

Select Board - Recommend	Budget Committee - Recommend	
	Yes 297	No 146

Article 22: Shall the Town vote to require the Select Board to bid out or request at least three proposals for any single expenditure that is over \$10,000 in value when possible? <i>(Exclusions may include sole source item vendors which must be used to maintain compatibility with existing equipment and services.)</i>	
Select Board - Recommend	Budget Committee - Recommend
	Yes 392
	No 49

Article 23: Shall the Town vote to amend the **Hollis Zoning Ordinance** as follows:

"Section 3.7.3.1.a: Appointment and Composition

The Board of Appeals shall be appointed by the Municipal Officers and shall consist of ~~seven (7)~~ five (5) members, all of whom shall be legal residents of the municipality, serving staggered terms of at least three (3) years and not more than five (5) years. The Board shall elect annually a chairman and a vice-chairman and a secretary from its membership. The secretary shall keep the minutes of the proceedings of the Board of Appeals, which shall show the vote of each member upon each question. All minutes of the Board shall be public record. A quorum shall consist of ~~four (4)~~ members a simple majority of the members."

Select Board - Recommend

Planning Board - Recommend

Yes 377

No 61

Article 24: Shall the Town vote to amend the **Hollis Zoning Ordinance** as follows:

"Section 3.7.3.2: Powers and Duties

- a. Administrative Appeals: to hear and decide where it is alleged there is an error in any order, requirement, decision or determination made by the Code Enforcement Officer in the enforcement of this Ordinance. The action of the Code Enforcement officer may be modified, reversed, or upheld by the Board of Appeals. ~~by concurring vote of at least five (5) members of the Board.~~"
(The last phrase is now unnecessary because a quorum is defined above.)

Select Board - Recommend

Planning Board - Recommend

Yes 344

No 53

Article 25: Shall the Town vote to amend the **Hollis Zoning Ordinance** as follows:

"Section 3.7.3.2: Powers and Duties

- b. Variance Appeals: to hear and decide, upon appeal, in specific cases where a relaxation of the terms of this Ordinance would not be contrary to the public interest and where, owing to conditions peculiar to the property and not the result of the action of the applicant, a literal enforcement of this Ordinance would result in unnecessary or undue hardship. ~~The crucial points of variance are undue hardship and unique circumstances applying to the property. A variance is not justified unless both elements are present in the case.~~"
(The last two sentences of the above paragraph no longer apply because the variances that the Board is empowered to grant now have their own sets of standards which are detailed in other sections of the Ordinance, as amended in June 2013.)

Select Board - Recommend

Planning Board - Recommend

Yes 332

No 62

Official Candidate Results

JUNE 14, 2106 HOLLIS ANNUAL TOWN MEETING-

6/14/2016- Hollis Annual Town Meeting – State of Maine

Select Board & Overseer of the Poor for a three year term

Vote for One –

Terrance Seely	370
Blank Ballots	70
Alton Meserve	2
Thomas Hawley	1
Jaret Cox	1
Brett Davis	2
Irving Severance	3
David McCubrey	1
Ben Severance	3
Dana Gray	2
Beth Gardner	1
Terrance Seely	1
John Michael DeBartola	1

Select Board

458 Ballots Cast

Tax Collector – for a three year term

Anna M. McClay	421
Blank Ballots	24
Write in tape totals	0 No write in candidates
blanks from tape	13.

Tax Collector

total ballots cast 458

Road Commissioner- vote for one for a two year term

Robert M. Hanson, Jr.	392
Blank ballots	38
Blanks from tape	20
Jaret Cox	1
Lester Poole	1
Jack Rogala	1
Ken Stone	3
Zach Dennison	1
Matt Flaherty	1

Road Commissioner Total Ballots Cast

458

Official Candidate Results

JUNE 14, 2106 HOLLIS ANNUAL TOWN MEETING-

MSAD #6 School Board Director – Vote for one for a three year term.

Lester R. L. Harmon	360
Blank Ballots	60
Blanks from tape	24
Diane Nadeau	1
Mark Sinclair	1
John Curran	1
Paul Steeves	1
Don Coldwell	1
Robert Hoffman	1
Harlan Huff	1
Lila Gannett Wilkins	1
Rebecca Bowley	1
Benjamin Severance	1
Blank	4

MSAD#6 School Director total ballots cast 458

Budget Committee- Vote for Two for three year terms.

James R. Dyer	386
Blank Ballots	510
Write in candidates Budget Committee(20 votes total)	
Mark Goodwin	1
Brian Atkinson	1
Joseph R. Ponzetti	1
Steve Szostek	1
Alton Meserve	4 (declared winner of Budget Committee seat)
Irvin Severance	1
Benjamin Severance	1
David Wintle	1
Heather Perreault	1
Dana Gray	2
Jim Silcox	1
Lorenda Day Coombs	1
Dave McCubrey	1
Rebecca Bowley	1
Rita Anderson	1
one blank	1

Budget Committee – 2 members 916 ballots cast

Note: 458 x2 = 916

**State of Maine Primary
June 14, 2016**

STATE OF MAINE RETURN OF VOTES CAST - DEMOCRATIC

MUNICIPALITY: HOLLIS - Total Democratic Votes: 186

REPRESENTATIVE TO CONGRESS

District 1	PINGREE, CHELLJE	<u>166</u>
	BLANK	<u>20</u>

STATE SENATOR

District 31	CHENETTE, JUSTIN M.	<u>93</u>
District 31	HOBBINS, BARRY J.	<u>84</u>
	BLANK	<u>9</u>

REPRESENTATIVE TO THE LEGISLATURE

District 16	PAYNE, RIVER L.	<u>163</u>
	BLANK	<u>23</u>

JUDGE OF PROBATE

CHABOT, BRYAN M.	<u>154</u>
BLANK	<u>32</u>

REGISTER OF PROBATE

SICARD, ALLEN R.	<u>152</u>
BLANK	<u>34</u>

STATE OF MAINE RETURN OF VOTES CAST - REPUBLICAN

MUNICIPALITY: HOLLIS - Total Republican Votes: 169

REPRESENTATIVE TO CONGRESS

District 1	HOLBROOK, MARK. I.	<u>68</u>
District 1	SMITH, ANDE ALLEN	<u>85</u>
	BLANK	<u>16</u>

STATE SENATOR

District 31	GOMBAR, WILLIAM J.	<u>129</u>
	BLANK	<u>40</u>

REPRESENTATIVE TO THE LEGISLATURE

District 16	MAREAN, DONALD G.	<u>159</u>
	BLANK	<u>10</u>

REGISTER OF PROBATE

LOVEJOY, CAROL J.	<u>132</u>
BLANK	<u>37</u>

STATE OF MAINE RETURN OF VOTES CAST - INDEPENDENT (GREEN PARTY)

NO PRIMARY CANDIDATES - ZERO VOTES CAST

Maine School Administrative District No. 6

Computation and Declaration of Votes

Wednesday, June 15, 2016

The total number of votes cast in all of the municipalities within Maine School Administrative District No.6 ("the District") in the affirmative and in the negative on **Article 1** of the Warrant and Notice of Election of the District Budget Validation Referendum held on June 14, 2016, relating to the adoption of the District's 2016-2017 budget is as follows:

ARTICLE 1:

	<u>Affirmative</u>	<u>Negative</u>
Town of Buxton	391	291
Town of Frye Island	1	7
Town of Hollis	291	150
Town of Limington	101	83
Town of Standish	475	230
<u>TOTAL</u>	<u>1,259</u>	<u>761</u>

The MSAD 6 Board of Directors hereby declares that there were more votes cast in the affirmative than in the negative on said Article and finds that said Article has passed.

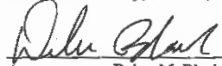
The total number of votes cast in all of the municipalities within Maine School Administrative District No.6 ("the District") in the affirmative and in the negative on **Article 2** of the Warrant and Notice of Election of the District Budget Validation referendum held on June 14, 2016, relating to the adoption of the District's 2016-2017 budget is as follows:

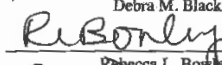
ARTICLE 2:

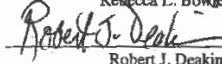
	<u>Affirmative</u>	<u>Negative</u>
Town of Buxton	511	168
Town of Frye Island	2	6
Town of Hollis	338	101
Town of Limington	125	57
Town of Standish	534	170
<u>TOTAL</u>	<u>1,510</u>	<u>502</u>

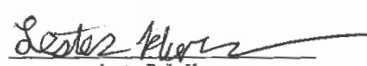
The MSAD 6 Board Of Directors hereby declares that there were more votes cast in the affirmative than in the negative on said Article and finds that said Article has passed.

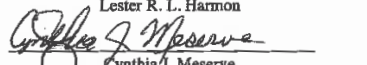
Dated: Wednesday, June 15, 2016

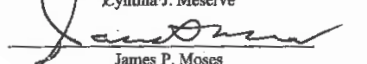

Debra M. Black



Rebecca L. Bowley

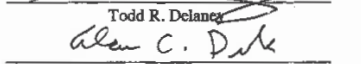

Robert J. Deakin

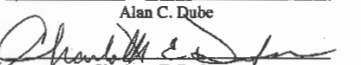

Lester R. L. Harmon

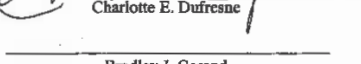

Cynthia J. Meserve



James P. Moses

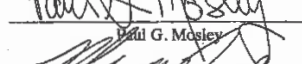

Todd R. Delaney

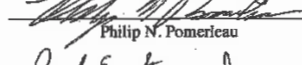

Alan C. Dube

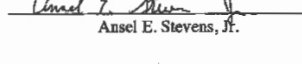

Charlotte E. Dufresne


Bradley J. Garand


Paul G. Mosley


Philip N. Pomerleau


Ansel E. Stevens, Jr.


Jacob T. Stoddard

A majority of the Maine School Administrative District No. 6 Board of Directors

A true copy, attest: 
Michael E. Roy, Secretary



Town of Hollis
34 Town Farm Road
Hollis, ME 04042
Telephone (207) 929-8552
www.hollismaine.org

ASSESSING
OFFICE

Debra A. Stitson
Assessor

REPORT FOR FISCAL YEAR
JULY 1, 2015 TO JUNE 30, 2016

The tax rate for the 2015-2016 fiscal year was \$11.95 per thousand dollars of value. Total appropriations for the year were as follows:

County Tax	\$ 225,060.91
Municipal Appropriations	\$2,509,280.00
TIF Financing Plan	\$1,305,662.65
Local Education Appropriation	<u>\$3,766,605.64</u>
Total Appropriations	\$7,806,609.20

The Municipal Appropriations of \$2,509,280.00 were offset, or reduced, by Town and State revenues totaling \$1,708,020.32 resulting in a total net appropriation for municipal funding of \$801,259.68.

The final funding for the revaluation and Geographic Information System (GIS) mapping projects were approved at the Annual Town Meeting in June of 2015. A committee was formed to prepare the Request for Proposals, to review the bids, and make recommendations to the Select Board to award the bid/projects. I would like to thank Brian Atkinson, Dave McCubrey, Dana Gray, Jack Rogala, and Jon Sjulander for their time and commitment to this project.

The GIS mapping portion of the project was awarded to CAI Technologies, Inc. CAI Technologies, Inc. has converted many towns and cities to GIS. CAI Technologies will use all available surveys, subdivision plans, deeds, known markers and roadways to compile a more accurate depiction of the layout of the town. Some of the features of the GIS will benefit other departments in Town, such as the Fire Department and Planning Board. When completed, the maps will be gridded in a manner which will be more user friendly to online usage and in finding neighboring properties on adjacent maps. The remapping will require each property in town to be assigned a new map and lot number. At the end of the project property owners will be notified and have the opportunity to meet with CAI Technologies to review the information concerning their property and correct any errors. CAI Technologies would appreciate if any property owners in possession of a survey of their property submit a copy to the town to ensure as accurate of a depiction of your lot and of the Town as possible. This project is projected to be completed in October of 2018. As they have also been updating our tax maps annually, I look forward to working with them on this project.

The revaluation portion of the project was awarded to Bartlett Assessing Services. In order to incorporate the new map and lot numbers and correctly assess land values, the committee felt that this portion of the project should be pushed back one year for a scheduled completion date of April 1, 2019. In addition to revaluing all of the real estate and personal properties in town, the Town will begin to use a Computer Assisted Mass Appraisal (CAMA) System. Although the Town of Hollis currently utilizes uniform assessing schedules, it has never had a (CAMA) System. All assessments have been calculated manually. Manual calculations are time consuming and are subject to more human error than computer assisted assessments. Bartlett Assessing Services will revalue all real and personal property in town and construct new assessing tables to ensure equitable assessments. They are also charged with the time consuming task of entering this data into the CAMA program. As with the mapping portion of this project, property owners will be notified and have the opportunity to meet with Bartlett Assessing Services to review the information concerning their property and correct any errors. Shirley Bartlett, owner of Bartlett Assessing Services, has attended both mapping and CAMA meetings in order to assist in the integration of each component of these projects and how each will affect her contractual obligations. It has been a pleasure working with Shirley and I anticipate this will continue going forward.

As always I would like to remind homeowners of the Homestead Exemption, the Veteran's Exemption and the Exemption for Widow's of Veterans. The Homestead Exemption is scheduled to increase from \$15,000 to \$20,000 effective April 1 2017. This is a \$20,000 reduction of the assessed value of your primary residence. For those already receiving the Homestead Exemption this will provide an additional tax savings of approximately \$60 annually. The total annual tax savings of this exemption is approximately \$240. The State of Maine requires that the applications for these exemptions must be received in the Assessing Office by April 1st in order to apply to the September Tax Commitment. These applications have been inserted into this annual report. Please see the table of contents to locate them. They can also be found on our website or feel free to contact me to obtain any of these applications or to answer any questions you may have.

For business owners, Maine Revenue Services redefined retail establishments for purposes of businesses that qualify for the Business Equipment Tax Exemption (BETE). This now allows many businesses that did not previously qualify to take advantage of BETE. In March I mailed this information to local businesses that were previously excluded from this exemption but I now believe might qualify for this exemption. If you did not receive this information or are unsure if your business qualifies for this program, please feel free to contact me or visit our website for more information.

Please feel free to contact me if you have any questions or concerns regarding your assessment or exemptions. I am happy to answer any question you may have.

Respectfully,

Debra A. Stitson, C.M.A.



APPLICATION FOR MAINE HOMESTEAD PROPERTY TAX EXEMPTION

36 M.R.S. §§ 681-689

Completed forms must be filed with your local assessor by April 1. Forms filed after April 1 of any year will apply to the subsequent year tax assessment. See reverse for instructions.

SECTION 1: CHECK ALL THAT APPLY

- 1a. ☐ I am a permanent resident of the State of Maine.
- b. ☐ I have owned a homestead in Maine for the past 12 months.
- (1) If you owned a homestead in another municipality within the past 12 months, enter the address (street number, street name, municipality): _____
- c. ☐ I declare the homestead in this municipality is my permanent residence and I am not claiming or receiving a homestead property tax exemption for any other property.
(Summer camps, vacation homes, and second residences do not qualify)

IF YOU HAVE NOT CHECKED ALL THREE BOXES, STOP HERE
You do not qualify for a Maine homestead property tax exemption

SECTION 2: DEMOGRAPHIC INFORMATION

2a. Names of all property owners (names on your tax bill): _____

b. Physical location of your homestead (i.e. 14 Maple St.): _____

City/Town: _____ Telephone #: _____

c. Mailing Address, if different from above: _____

City/Town: _____ State: _____ ZIP: _____

SECTION 3: MAINE RESIDENCY IS BASED ON ONE OR MORE OF THE FOLLOWING (check all that apply):

- 3a. ☐ I file a Maine resident income tax return.
- b. ☐ The address on my driver's license is the same as the above address in Section 2.
- c. ☐ The legal residence on my resident fishing and/or hunting license is the same as the above homestead location on line 2b.
- d. ☐ I pay motor vehicle excise tax in this municipality.
- e. ☐ I am a registered voter in this municipality.

(If you did not check any boxes, please attach an explanation that shows your residency.)

I hereby declare, aware of penalties for perjury, that the answers to the above are, to the best of my knowledge and belief, true, correct and complete. A person who knowingly files false information for the purpose of obtaining a homestead property tax exemption is guilty of a criminal offense.

Signature of Homestead Owner(s) _____ Date: _____

_____ Date: _____

INSTRUCTIONS

SECTION 1. Check the appropriate box related to each question. You must check all three boxes to qualify for the Maine homestead property tax exemption. If you have moved during the year and owned a homestead in Maine prior to your move, enter the address of the homestead you moved from on line 1.b(1). Your ownership of a homestead must have been continuous for the 12-month period prior to application. If you did not check all boxes in this section, you do not qualify for the homestead property tax exemption. A person on active duty serving in the Armed Forces of the United States who is permanently stationed at a military or naval post, station or base in this state is deemed to be a permanent Maine resident. A person on active duty serving in the Armed Forces of the United States does not include a member of the National Guard or the Reserves.

SECTION 2. Enter your full name(s) as shown on your property tax bill, the physical location of your home and your mailing address, if different than the physical location.

SECTION 3. This section gives the local assessor information which may be used to determine if you qualify and should support your answers to the questions in SECTION 1. Please check the appropriate box for each of the statements in this section.

At least one of the owners of the homestead must sign this document. Please file the application with your local municipal assessor. If, for any reason, you are denied exemption by the assessor, you may appeal the assessor's decision under the abatement statute, 36 M.R.S. § 841.

DEFINITIONS

Homestead. "Homestead" means residential real property owned by an individual or individuals and occupied by those individuals as their permanent residence. Residential real property held in a revocable living trust for a beneficiary who occupies the property as his or her permanent residence also qualifies as a homestead.

Permanent residence. "Permanent residence" means that place where an individual has a true, fixed, and permanent home and principal establishment to which the individual, whenever absent, has the intention of returning. An individual may have only one permanent residence at a time and, once a permanent residence is established, that residence is presumed to continue until circumstances indicate otherwise.

Permanent resident. "Permanent resident" means an individual who has established a permanent residence.

A cooperative housing corporation may apply for a homestead exemption to be applied against the valuation of property of the corporation that is occupied by qualifying shareholders. To qualify, the corporation must complete an Application for Maine Homestead Property Tax Exemption for Cooperative Housing Corporations.

Revised 3/17

APPLICATION FOR MAINE VETERAN PROPERTY TAX EXEMPTION

36 M.R.S. § 653

Please refer to Bulletin #7 for additional information – this application is confidential.

File this application, including all required attachments with your town by April 1.

1. Name: _____ 2. Telephone: _____

3. Mailing Address: _____

4. Legal Residence: _____ 5. Date of Birth: _____

6. Date of Entry into Armed Forces: _____ 7. Service Number/SSN: _____

8. Legal Residence on Date of Entry into Armed Forces: _____

9. Date of Discharge or Separation from Armed Forces: _____

10. Check the box that applies:

☐ I am 62 or older (or receiving a non service-connected total disability pension) and served in the U.S. Armed Forces during an accepted war period.

☐ I am 62 or older (or receiving a non service-connected total disability pension) and received an Armed Forces Expeditionary Medal.

I receive a service-related total disability pension from the U.S. Government for:

☐ Service in the U.S. Armed Forces during any Federally recognized War Period.

☐ Injury or disease incurred in the line of duty during active military service.

VA disability pension Claim Number: C- _____

11. Did you receive a grant from the U.S. Government for specially adapted housing as a paraplegic?

☐ Yes ☐ No

12. Is the property you are requesting an exemption for in a revocable living trust with you as the beneficial owner of that trust? ☐ Yes ☐ No

13. Enter a description of the property (map, lot, location, etc.): _____

I hereby apply for an exemption from property tax in accordance with 36 M.R.S. § 653. No property on which I claim tax exemption as a veteran was conveyed to me for the purpose of obtaining exemption other than from my spouse. The answers to the above questions are correct to the best of my knowledge and belief.

Signature: _____ Date: _____

GENERAL INSTRUCTIONS

If you are a Maine resident and a veteran who served on active duty in the U.S. Armed Forces, you may be eligible for a limited exemption from property tax on real estate or personal property. You qualify for an exemption if:

- 1) You served in the U.S. Armed Forces during a recognized war period or other recognized service period or you received an Armed Forces Expeditionary Medal; and
- 2) You will be at least 62 years old on April 1 or you are receiving a total disability pension from the U.S. Government.

Proof of eligibility is generally covered by a copy of your Certificate of Release or Discharge from Active Duty (DD Form 214 or similar form issued by the Department of Defense) or the benefit summary letter issued by the Department of Veterans Affairs ("VA"). A copy of VA Form 20-5455 may be used if you do not have a benefit summary letter.

RECOGNIZED WAR PERIODS

World War I - April 6, 1917 through November 11, 1918;
World War I - (service in Russia) - April 6, 1917 through March 31, 1920;
World War II - December 7, 1941 through December 31, 1946;
Korean Conflict - June 27, 1950 through January 31, 1955;
Vietnam Era - February 28, 1961 through May 7, 1975. For the period, February 28, 1961 through August 4, 1964, federal law restricts the definition of the Vietnam Era war period to relating only to veterans who served in the Republic of Vietnam. .
Persian Gulf War - August 2, 1990 to the date that the U.S. Government recognizes as the end of the Persian Gulf War. This period also includes Operation Enduring Freedom, Operation Iraqi Freedom, and Operation New Dawn.

OTHER RECOGNIZED SERVICE PERIODS

February 28, 1961 through August 4, 1964 (Maine property tax exemption applies to all veterans who served during February 28, 1961 through May 7, 1975, regardless of where they served);
August 24, 1982 through July 31, 1984; and
December 20, 1989 through January 31, 1990.

SPECIFIC INSTRUCTIONS

Line 4. Legal Residence. Enter the municipality where your primary home is. You can have only one legal residence.

Line 7. Service Number/SSN. If you were issued a service number, enter that number. Otherwise, enter your Social Security Number ("SSN").

FOR ASSESSOR USE ONLY - CERTIFICATE OF APPROVAL OF APPLICANT'S EXEMPT STATUS

The applicant has applied for the following exemption amount:

☐ \$6,000 Post W.W.I ☐ \$7,000 W.W.I ☐ \$50,000 Paraplegic

In determining the local assessed value of the exemption, the assessor shall multiply the amount of the exemption by the ratio of current just value upon which the assessment is based.

Date Approved: _____ Effective Date: _____

Approved by: _____ Title: _____

**APPLICATION FOR VETERAN PROPERTY TAX EXEMPTION
FOR WIDOWED SPOUSE, MINOR CHILD, OR WIDOWED PARENT**
36 M.R.S. § 653

Please refer to Bulletin #7 for additional information – this application is confidential.

File this application, including all required attachments, with your municipality by April 1.

Information Relating to the Applicant Spouse, Child or Parent

1. Name: _____ 2. Telephone: _____
3. Mailing address: _____
4. Legal residence: _____ 5. Date of birth: _____
6. Check the applicable boxes:

☐ I receive compensation from the U.S. Government as the unremarried widowed spouse, the minor child, or unremarried widowed parent of a veteran.

Relationship to veteran: ☐ Widow ☐ Widower ☐ Minor Child ☐ Widowed Father ☐ Widowed Mother.

☐ I am the beneficiary of a revocable living trust that held the property for which I claim exemption.

Information Relating to the Deceased Veteran

7. Name of veteran: _____ 8. Date of birth _____
9. Date of entry into armed forces: _____ 10. Date of discharge/retirement: _____
11. Legal residence as of date on line 9: _____
12. Service Number/SSN: _____ 13. Date of death: _____
14. VA disability pension claim No: C- _____
15. Check the applicable boxes:

☐ The veteran's death was service connected.

☐ The veteran, as of the date on line 14, received compensation based on 100% Disability.

☐ The veteran received a grant from the U.S. Government for specially adapted housing as a paraplegic.

I hereby apply for exemption from local property taxation in accordance with 36 M.R.S. § 653. No property on which exemption may be claimed under this section has been conveyed to me for the purpose of obtaining an exemption. The answers to the above questions are correct to the best of my knowledge and belief.

Signature of applicant: _____ Date: _____

**CERTIFICATE OF APPROVAL OF APPLICANT'S EXEMPT STATUS
(Assessor's Use Only)**

Written proof of entitlement accompanied this application, showing that the applicant is entitled to exemption from property tax as the widowed spouse, minor child, or widowed parent of a veteran. Proof of entitlement is covered by, but not limited to: DD214 Military Record, V.A. Form 20-5455a when Item 15 Tax Code indicates Code 2 or 3 or a copy of the certificate or letter issued by the V.A.

The applicant qualifies for:

- ☐ \$6,000 post W.W.I veteran exemption
- ☐ \$7,000 W.W.I veteran exemption
- ☐ \$50,000 paraplegic veteran

As assessor I shall multiply the amount of the exemption by the ratio of current just value upon which the assessment is based in determining the local assessed value of the exemption.

Signature: _____ Date: _____

Title: _____ Effective date of exemption: _____

Annual Report
July 2015 – June 2016
Hollis Code Enforcement Office

Permits issues during this fiscal year were as follows:

Type	Number	Fees 2015/2016	Previous Year 2014/2015	Increase/ Decrease
Building	58	\$ 30,777.29	\$ 18,864.50	\$ 11,912.79
Electrical	59	\$ 2,695.00	\$ 2,310.00	\$ 385.00
Demolition	2	\$ 150.00	\$ 15.00	\$ 135.00
Internal Plumbing	26	\$ 2,340.00	\$ 2,232.50	\$ 107.50
Septic Systems	36	\$ 7975.00	\$ 6,690.00	\$ 1,285.00
Home Occupation/signs	2	\$ 150.00	\$ 195.00	\$ (45.00)
Total	183	\$ 44,087.29	\$ 30,307.00	\$ 13,780.29

For this period the building permits had a value of construction of \$4,103,638.00. This was an increase of over 1.1 million dollars in construction value over last fiscal year.

- The Code Enforcement Officer participated in Planning Board meetings for Use Permits, Site Plan Reviews, and Subdivision Applications
- The Code Enforcement Officer participated in Appeal Board meetings
- The Code Enforcement Officer attended required continued certification classes in the new Maine Uniform Building and Energy Codes and Standards, internal plumbing, subsurface systems, land use, shore land zoning, legal issues, and other areas required for continual certification; involving approximately 80 hours of classes and training exercises.
- The Code Enforcement Officer has investigated numerous complaints and ordinance violations such as illegal apartments, illegal in-law apartments, violation of the State Junk yard laws, unsafe buildings, etc

This has been a very busy year for the Code Enforcement office, activity has increased quite a bit from last year. Our building permit revenues alone have increased a little over 63% between last fiscal year and this fiscal year; \$ 18,864.50 last fiscal year to \$ 30,777.29 this year.

Robert Cyr
Code Enforcement Officer
10/24/2016



HOLLIS FIRE-RESCUE

34 TOWN FARM ROAD
HOLLIS, ME 04042
207-727-3623



OFFICE OF THE FIRE CHIEF

2015/2016 Annual Report

To: Residents of Hollis

Hollis Fire-Rescue had a busy year in 2016, responding to 520 total service calls and putting in over 25,600 man hours, including hundreds of hours both individual and department wide for training. Our ambulance operations continue to generate revenues of approximately \$116,000 in 2016, as the majority of our calls for service are medical in nature. Here is a summary of our calls for service in 2016.

Alarm sounding	10
ALS Intercept	2
Carbon Monoxide	3
Electrical	8
False alarms	17
Hazardous Materials	4
Heating system malfunctions	2
Medical Alarms	6
Medical non-transports	68
Medical transports	218
Motor Vehicle Accidents	59
Mutual aid EMS	4
Mutual aid Fire	15
Mutual aid Fire & EMS	2
Odor Investigation	1
Outside Smoke Investigation	4
Outside Fire	21
Public Assistance	53
Specialized Rescue	1
Station Coverage	2
Storm Damage	8
Structure Fire	4
Vehicle Fire	2
Inspections	6

Fire chief
Chris Young



HOLLIS FIRE-RESCUE

34 TOWN FARM ROAD
HOLLIS, ME 04042
207-727-3623



OFFICE OF THE FIRE CHIEF

Hollis Fire-Rescue has a great staff made up of very dedicated Call Company and Per-Diem members. Our current staffing now includes 14 Per-Diem members and 29 Call Company members including 14 Paramedics, 3 Advanced EMT's and 14 Basic EMT's. We continue to improve our recruitment efforts to bring additional hard working and dedicated individuals to our department.

We continue to improve and expand our training department to maintain and increase the training levels of our members to better serve the residents of Hollis. In 2016 we received a training facilities grant from Maine Fire Service Institute to make improvements to our training facility, allowing us to make several repairs and add some additional training features.

In 2016 we took delivery of a new Tank truck which holds 3,000 gallons of water and is capable of pumping up to 1500 gallons per minute. We have also ordered a new ambulance which should arrive in May of 2017. The new ambulance will allow us to provide improved care and convenience to our patients. The addition to the fleet will allow for the possibility of handling multiple EMS calls at once which the need for continues to increase year after year, thus reducing dependency on mutual aid assistance.

We continue to provide community outreach by visiting the schools and daycares in town for fire prevention as well as providing CPR classes throughout the community. We hope to expand on our community relations in the coming years.

As we move forward in the coming years, we will be working to improve on the services we provide. We will be looking to make changes and improvements to our facilities and fleet to help accommodate staffing and add new equipment to help us provide increasingly better service to the citizens of Hollis. I would like to thank all of the citizens for their continued support in the past and in the future.

In closing I would like to give a special thank you to all the members of Hollis Fire-Rescue for all of their time and dedication to this department. Your never yielding dedication makes this a safer and better community for all. Your hard work and desire to serve this community is inspiring. I am proud of all the members of this department for all you do day in and day out.

Respectfully submitted with Pride

Chris Young
Fire Chief

Fire chief
Chris Young

HOLLIS PARKS & RECREATION DEPARTMENT

JULY 2015-JUNE 2016

Our Recreation Department staff includes the following:

Recreation Director- Debbie Tefft

Assistant Director- Madison Moody

Administrative Assistant- Kathy Cushman

Director of Before and After Care- Wendy Frost

Before and Aftercare Staff- Nate Martin, Karen Madore, Haley Pinkham, Connor Pinkham, and Cameron Levey

We want to thank all of our volunteers who make our programs possible! We appreciate everything you do to make our programs successful and positive for everyone involved.

SUMMER: Our summer recreation program is a six week program for children going into Kindergarten through tenth grade. The Program includes trips to Splashtown, Kiwanis Beach, local state parks, and Portland Headlight. We also offer many theme days with scavenger hunts, survivor activities, and a treasure hunt in the Old Port.

FALL: In the Fall we offer a Soccer Leagues for pee wees (3 & 4 year olds), kindergarten, 1st-2nd, 3rd-4th, 5th-8th, and 9th-12th grades. Our soccer teams are co-ed and play teams from surrounding towns.

As the school year begins, we offer several after school activities. These programs include gymnastics, drawing, oil painting, and floor hockey.

Wendy Frost directs our before and aftercare programs. She has a staff that helps implement these programs. As part of the aftercare program, the children walk a mile each day, and for every mile they walk a sponsor from our community donates a food product to the Hollis Food Pantry. We have a party for the sponsors and the children at the end of the year. Each year we donate over 3,000 cans or boxes of food! The children are very proud of their community service!

We organize a fall foliage bus trip each year. Participants enjoyed a trip to Fort Knox and the Penobscot Narrows. Despite the weather, it was a great trip.

HOLLIS PARKS & RECREATION DEPARTMENT

JULY 2015-JUNE 2016

For Halloween we offer a party at the Community Building and a haunted house in the barn that is set up by Day One each year. There are games and a costume contest along with food to share.

WINTER: The Recreation Department offers three leagues for Girls' basketball. There is a 2nd-4th grade league, a 5th-6th grade league, and a 7th-adult league. All boys teams are offered through Bonny Eagle Boys youth league.

We also offer a peewee basketball clinics (co-ed, k-2nd), chess and floor hockey during the winter months.

SPRING: Starting after the April school vacation Spring Track is held on Mondays and Fridays after school. For children from kindergarten to 5th grade, this program offers a fun and competitive experience with track meets against Buxton, Wells and Old Orchard Beach.

Each year we offer an Easter Egg Hunt on the Saturday before Easter. It is open to Children preschool through third grade. This year we had an "extreme juggler" for entertainment.

The second bus trip we offer during the year is our spring bus trip. This year we traveled down to the Boston Museum of Science, with lunch and shopping at Faneuil Hall. We had beautiful weather and plenty of laughs along the way.

YEAR-ROUND PROGRAMS: We offer the following programs throughout the entire school year.

Adult Exercise- Monday, Wednesday, Friday from 8am-9am, and 9am-10am

Kindergym- Monday, Wednesday, and Friday from 10am-11am

Senior Women's Basketball- Mondays at the Hollis Elementary Gym from 7pm-8:30pm

Men's Open Gym basketball- Monday and Wednesdays at the Hollis Elementary Gym from 8:30-10pm

Senior Luncheon and Cribbage- We have cribbage every Tuesday starting at 9:30 and a luncheon every other Tuesday following cribbage at 12pm. Participants are encouraged to either bring a food dish to share, or make a small donation. Check our newsletter or website for luncheon dates!

HOLLIS PARKS & RECREATION DEPARTMENT
JULY 2015-JUNE 2016

The Recreation Department wants to continue to offering programs at a reasonable cost. We are always looking for new ideas for activities and programs. We send out our newsletters 3 or 4 times a year and we also have a website (<http://www.hollismaine.org/parks-recreation>). If you have suggestions or questions, or if you would like to volunteer please call us at 929-5142 or email us at hollisrec@hollismaine.org.

Respectfully submitted,
Debbie J. Tefft
Recreation Director

**TOWN OF HOLLIS
ROAD COMMISSIONER'S REPORT
2015-2016**

As the Town of Hollis Road Commissioner, I continue to repair and maintain the roads within the town. The Select Board and I work together to provide the residents of Hollis the best service we can, while constantly looking for new cost savings methods to maintain and improve our roads.

Some of the highlights for this year were:

- Reestablish a Town Road Committee to advise priority, funding, and time frame for large road rebuilding projects
 - Continue planning for the rebuilding of Salmon Falls Road, Sand Pond Road, and Deerwander Road west section
 - Estimated costs to rebuild:

Salmon Falls Road	1.1 miles	\$600,000
Sand Pond Road	1.75 miles	\$1,000,000
Deerwander Road west	2.27 miles	\$1,200,000
- Winter road maintenance: sand, salt and plow 65.41 miles of road
- Total snow fall approximately 60 inches
- Posting town roads in spring
- Continue to improve ditches and drainage along our roadways
- Replace culverts and update the culvert survey
- Repair washouts on several roads from two large rain storms
- Deal with nuisance beavers and vandalism to road signs

Activities for the **2015-2016** year include:

- Replaced culverts and/or ditching-shouldering on the following roads:
 - Deerwander Road
 - Pleasant Hill Road
 - Upper Tarbox Road
 - Old Alfred Road
 - Salmon Falls Road
- Continued mowing shoulders of town roads, cut brush, and tree removal
- Grading and dust control on dirt roads
- Cold patching paved roads
- Sign and guardrail repair or replacement
- Paved: Town Farm Road and a section Usher Mill Road

I appreciate your continued support while we work to maintain and improve our roads. It is a privilege for me to continue to serve the residents and tax payers of the Town of Hollis.

Robert M. Hanson Jr.
Road Commissioner
207-727-3242 office
207-329-0800 cell
Rob@pleasanthillexcavators.com



HOLLIS BUDGET COMMITTEE JULY 1, 2015- JUNE 30, 2016

To the Residents and Tax Payers of Hollis,

The Budget Committee is comprised of seven elected members. The members rotate for the seven seats every year such that the member vacancies do not leave the committee with “unseasoned” members.

A process that we began last year to become more transparent and helpful to the citizens and the Select Board of our town continued this past year and will continue this budget year as well. We worked with the Select Board to standardize the Department Budget Submittal format, continued to highlight the Tax Increment Finance (TIF) District with Poland Spring, and continued to foster a more collaborative relationship with other town officials, committees and our citizens.

The Budget Committee continued to attempt to get a multi-year planning process in place and to integrate the Finance Committee responsibilities into the Budget Committee Ordinance. Neither of these issues was accomplished as of this writing. The Budget Committee is the only check and balance within our town governance to work collaboratively with the Select Board and department heads to review and make recommendations on proposed budget requests. The Budget Committee continued to streamline the process and have an open and transparent budget in the end. I have copied excerpts from the current ordinance for your review.

Composition, Election, Qualifications, Terms, Vacancies

The committee shall consist of 7 members who shall be elected and who shall be registered voters in the Town. No other elected Official or Head of a Town Department may be a member. Members shall serve a term of three (3) years. Any board member elected or appointed that misses three (3) consecutive Committee meetings without cause (cause to be determined by the chair/vice chair) shall have their seat declared vacant by the Committee and request the Selectmen to appoint a successor to serve the remainder of the term.

Powers, Duties, Authority, Recommendations, Official Cooperation

- A. To accept testimony, review financial data and make monetary recommendations on the annual budget (Expenditures and Income) as submitted by the Elected Officials, Department Heads, and Non-Municipal Agencies (excluding the County Tax and the SAD 6 School Budget).
- B. To accept testimony, review financial data and make monetary recommendations on capital expenditures as submitted by Elected Officials and Department Heads.
- C. To accept testimony, review financial data and make monetary recommendations regarding supplemental appropriations and expenditures and other budgetary action. Whenever proposed by the Elected Officials.
- D. The Chair of the Budget Committee will prepare an operating budget for the Budget Committee and submit the request to the Selectmen by January 31 each year.

I encourage anyone who has a comment or opinion to contact the Budget Committee directly or attend a meeting to voice your opinion. The more citizens that are involved, the more responsible our elected officials are.

I want to thank all the committee members for your assistance, patience and wisdom during my three tenure on the committee.

Dana A. Gray,
Past Chairman

Report of the Hollis Conservation Commission

Edna Bailey, Catherine Hewitt, Doris Luther, John Sheahan, Joanne Toone, Eric Wright, John Mattor. Associate Members Mary Weyer, Martha Turner.

Although the Indian Cellar Preserve is a “Completed” project, there will always be maintenance, fine tuning and new ideas for improvement. We want this park to be a showpiece for Hollis, and from the feedback that we receive from its users this seems to be true.

The old trail-marking arrows became shoddy looking, so they were replaced by much better ones this year. We also hired a tree company to remove a large pine tree that was partially uprooted near the kiosk and about to fall across the trail and into the Saco River.

More significantly, a severe erosion problem developed between the parking lot and the trail entrance. We decided on the permanent solution of having a set of granite stairs installed where the gully occurred. A permit was obtained from the Saco River Corridor Commission and a local stone mason was contracted to do work. Construction commenced in September after the summer activities ceased. The quality of the work exceeded all expectations. A hand-rail will be attached to the granite steps this spring.

A massive effort is underway to make the 30-acre “Googins Woods” park at Pleasant Hill to the same standards as Indian Cellar. We have had several people volunteer their time and effort to the project, which will almost certainly be completed in the next fiscal year. We will contact our local Community Television people to showcase the park once it is complete.

We also dedicated time and effort to fleshing out the Conservation Commission section of the Hollis website.

We meet on the third Thursday of each month at the Salmon Falls Library at 5 PM and always welcome anyone to join us with ideas, complaints or suggestions.

John A. Mattor, Chairman

Report from the Planning Board

The Planning Board has seven members appointed by the Select Board. It is our task to review subdivision proposals, conditional use applications, and proposed shoreland zone development. We meet with applicants, administer projects through the permitting process, consider public input and consult with experts in planning and design when needed.

Our goal is to be fair and unbiased, and balance the rights of the property owner with concerns of the public. We follow the Zoning Ordinance, Subdivision Regulations, and the Shoreland Zoning Ordinance, along with other applicable State and Federal laws. We also work to promote changes in local ordinances when it is appropriate.

In the 2015-2016 fiscal year, two major subdivisions were approved, Warren Farm Estates and Clark Farm Estates. A conditional use permit for the Garrigue Restaurant was approved. No Shoreland Zoning permits were applied for. No applications of any kind were denied. We also proposed changes to the Zoning Ordinance that were approved by the voters. We made minor changes to the Planning Board Bylaws, which are our internal protocols.

Some members have stepped down. On behalf of the Board, I would like to thank Chris Roy for his service as Chair. Thank you also to former members Victor Kirmes, Rita Perron, Richard Fitzpatrick and Patrick Lawler. The Board welcomed a brief membership of Mike Seely, whose term ended quickly when he was elected to the Select Board soon after joining us.

Joseph Ponzetti, Peter Lovell, and Paul Mattor joined as new members. Paul Mattor was elected to the Chair with the departure of Chairman Roy.

Martha Turner continues to be a dependable secretary to the Board. Her accurate minutes, organization, and quick recall are so important to us getting things done.

The Board also has been relying on the planning services of Southern Maine Planning and Development Commission (formerly Southern Maine Regional Planning Commission). Their expertise is a great resource.

Meetings are scheduled on alternate Wednesday evenings, as needed. Members of the public are encouraged to attend and contribute to the discussions. Meetings are recorded and re-broadcast on Saco River TV for those who want to watch at home. Agendas, meeting minutes, and all our communications and documents are available for public access at the Town Office.

We are usually in need of new members, so if you are inclined to be involved in town affairs in a meaningful way please consider joining. We can only be effective with diverse opinions and respectful debate.

Respectfully submitted,

Paul C. Mattor, Chairman
Hollis Planning Board

Hollis Board of Appeals
Volunteers Serving the Community

*Members: David Barrett, Kathy Harriman, Carla Turner, Nancy Ponzetti,
Bart Sughrue-Chairman, Rebecca Bowley-Vice Chairman, Carrie Walker- Secretary.*

Dear Voters and Taxpayers,

The Hollis Board of Appeals is a seven member Board with Alternate members, all are appointed by the Board of Selectmen.

The Board of Appeals authority and jurisdiction is limited by Town ordinances and State statutes. The outcome of the Board of Appeals decisions has legal implications and the meetings are procedurally quite rigid.

The theory and intent of zoning bylaws is to preserve the character and quality of the community of Hollis by causing all plumbing and development to adhere to these regulations. These restrictions are, theoretically through enforcement, reducing non-conforming uses and properties to secure their gradual elimination. As strict adherence to these zoning rules occurs, eventually all the properties within that zone should evolve to meet the zoning standards of that zone.

The Board of Appeals cannot grant variances in excess of what the Town and State has empowered the Board to grant. As a result, all actions and outcomes are typically very uniform and consistent.

The Town's objective in enacting the zoning ordinance initially was to protect ground water, address safety issues, and preserve property values.

If an appeal submitted to the Board does not bring the result requested by the applicant, there are other possible courses of action that may be taken.

These include options such as a request to the Selectmen for a letter or waiver for "non-action for non-compliance with the ordinance"; an appeal to Superior Court; or a petition to put on a warrant for public vote, the ordinance change that will allow the result requested.

Local ordinances are enacted by the voters of Hollis at a Town Meeting.

The voters have the power and right to change the ordinances when such ordinances become contrary to what the voters want and need. As the nature of our community changes, the people's needs and desires change relative to their surroundings, and so the ordinances that regulate their property may also need changes.

In the fiscal year July 1, 2015 through June 30, 2016 the Board conducted the following business:

1. April 12, 2016 - workshop, discussion of proposed Zoning Ordinance Changes, election of offices.

Sincerely, Bart Sughrue, Chairman

Hollis Center Public Library

14 Little Falls Road, Hollis Center, ME 04042 • 929-3911

Hours open: Monday 9:30 a.m. – 7:30 pm

Tuesday & Thursday 3 – 7:30 pm

Saturday Noon – 3 pm

Visit the library website: www.hollis.center.lib.me.us

- Search the list of books, magazines and DVD's at the Library
- With your Library card number renew and reserve materials
- 17,700 books, 928 DVD's
- Access **downloadable audio and ebooks** FREE with your Library patron number
- **MARVEL** (Maine's Virtual Library) gives every resident in Maine access to magazines, newspapers and reference books that are credible, reputable resources. Check the library home page for "links".
- View the list of free **museum passes**
 - o Southworth Planetarium (all year), Seashore Trolley Museum (seasonal)

The Library offers **5 computers** with internet access and a printer.

- **WiFi** – with your laptop inside during regular library hours, or outside the library 24/7
- Search your family history using the library version of ancestry.com available on library computers.
- Keep up with library activities on Facebook
- The Library has a fax and copier for the public to use.

The **Children's Room** contains over 8,000 books and includes:

- Lego's and board games
- Board books, early reading books, first chapter books
-
- Graphic novels (cartoon), young adult book fiction and nonfiction
- Parenting books, and 30 minute video collection

Monday Preschool Story Time at 10 am - Books, songs, poems, bells, bubbles and a simple craft.

February and Summer Reading Program's for all ages - zero to very grownup. The Treasure Chest is open and readers may select a prize and free book each week. Crafts are available whenever the library is open.

Fundraising projects include a Bake, Book & Rummage Sale and a volunteer who sold books online for the library. Books in good condition are accepted anytime throughout the year. Financial donations were received from several organizations and individuals. Thank you.

Thanks to our volunteers! This year you have helped with maintenance, fundraising, computer and library projects, joined the Board of Trustees, and become officers for the Library Association. You have processed and filed books, trimmed bushes and painted the ramp. Your interest, time and financial gifts help to make the Hollis Center Public Library a welcoming place for the community to gather.

Come visit!

Respectfully submitted, Maureen H. Cole, Library Director
March 2017

Salmon Falls Library 2015-2016

Monday 3-6, Wednesday 4-7, Thursday 3-8 and Saturday 9-12
Weekly Preschool Story Hour, Thursdays 10-11 **(207) 929-3990**

“Perhaps no place in any community is so totally democratic as the town library. The only entrance requirement is interest.”
—Lady Bird Johnson

The Salmon Falls Library has grown in many ways this year. We’ve added 78 new adults and 56 new youth to our patron list. We moved our collections around and have a beautiful, newly renovated children’s room. We had two heat pumps installed for a much needed update to our heating and cooling systems.

This year we held several programs. We had a reading and discussion with local author Julia Spencer-Fleming. In December we held a wreath making demonstration and workshop as well as a holiday photo ornament project for children. We held a quarterly family game night where the participants ranged in age from five to eighty-five. We got very creative and put together a reverse video workshop with an final edited production that can be viewed on the Friends of the Salmon Falls Library Facebook page. We also offered a wool felting demonstration and workshop. If there is a program or workshop that you would enjoy, please let us know. We’re always on the look-out for fun ways to connect as a community!

The library provides free WIFI, a patron computer and printer, quiet spaces to read study or be tutored, puppets and toys to play with and a weekly craft is available in our children’s room. We’re a great destination to meet up with friends, a change of scenery for stir-crazy kids and of course, we always have the latest best seller books in print and audio CD.

The library is used as a meeting place for the Hollis Conservation Commission, the Hollis Municipal Complex committee, as well as literacy volunteers and families who need a safe space for weekly child visitations.

Again, this year, we combined efforts with the Hollis Center library, the Waterboro library and the Berry Memorial library to hold a successful summer reading program for our youth patrons. Thank you to the Narragansett Number One Foundation. It’s their generous grant that makes this possible each year.

I’d like to thank all of our dedicated volunteers with special recognition to Paula Hodgdon, Martha Turner, Julia Spencer-Fleming, Peter Eliot and Carla Turner who put in countless volunteer hours. It’s their help and support that make the library such a special place! If you’re interested in becoming a library volunteer, come in and we’ll get you signed up.

Respectfully Submitted,
Mary M Weyer, Library Director

Saco River Community TV

In the fall of 2000, **Saco River Community Television** began broadcasting town meetings on local cable television. The **Town of Hollis** is very fortunate to have three local peg (public, education and government channels) providing cable subscribers (and by extension online viewers) with access to town meetings, a community bulletin board and SAD 6 school board meeting coverage.

SRC-TV's local cable access channels are paid for by cable subscribers. For a minimal fee, the citizens of Hollis are provided with the opportunity to learn basic location studio and location video production skills at our Plains Road station for no cost. We're proud to offer Hollis citizens basic television production training & studio support, free video equipment rentals, fully equipped television studio access, editing assistance, volunteer and staff coverage of community events, online streaming services and town meeting support.

The equipment we provide to local people includes high definition video cameras, tripods, lights, 3 Adobe premiere editing computers, a wide array of audio equipment, projectors and a public-address system with 5 goose neck microphones. The only "catch" is the equipment must be used to support and promote community purposes.

Recent examples of the community benefiting from our equipment and studio access include a talk program called **Remembering Rogers Fiber**, featuring longtime Hollis residents **Charlie Johnson** and **Bill Ramsdell**. **Paul Mattor** and Dana and **Randi Gray** produced a public service announcement promoting the highly successful Hollis Pirate Fest event and Hollis Selectwoman **River Payne** interviewed newly elected Maine State Senator **Justin Chenette** at our studio.

We've successively partnered with the Buxton-Hollis Historical Society for years and **Nancy Ponzetti** gave a presentation on **Kate Douglas Wiggin**, the most famous resident Hollis has ever produced. We were also proud to capture local history with our staff coverage of the **Bar Mills Bridge Reopening Ceremony** featuring longtime Hollis resident **Rita Anderson** and **District 31 Representative Don Marean**.

Audiences are hungry for local content. Hollis stands out among the other 5 towns in our consortium because our top two most watched programs (**Saco River Indian Cellar** and the **Bar Mills Bridge Update** featuring **John Mattor**) are the two most watched programs out of hundreds we've produced over the years. We welcome and strongly encourage the citizens of Hollis to utilize our studio and rent our no-cost equipment to record and edit events of local interest for cable television as well as the internet.

"Fake news" is of great concern these days and the people of Hollis and the surrounding towns recognize the value of authentic, relevant local news stories. **Saco River Community Television** is proud of the role we play in promoting straightforward, just the fact town information and news.

An introductory four-week production course is currently being coordinated with Bonny Eagle Adult Education to get more even more local people involved with Saco River Community Television.

We are here to work with you – bring us your fresh ideas and positive energy and let us know how we can help you inform and entertain your friends and neighbors on cable as well as online.

Respectfully submitted,

Patrick A. Bonsant - Station Director, Saco River Community TV

Saco River Joint Cable TV Committee

January 31, 2017

The Saco River Cable Committee was commissioned in 1990 by the Towns of Standish, Buxton, Hollis, Limington, Limerick and Waterboro with the general supervision and oversight of their respective cable T.V. franchises. Specifically, in the areas of franchise renewal, complaint procedures, billing methods, PEG fiber returns, line extension policy, and financial reporting.

The committee began work on the franchise renewal process in June of 2005, 36 months prior to the expiration of the old franchise as prescribed by law. We conducted a 6 town survey, held a public hearing and created a vision plan from those proceedings. Negotiations with Time Warner began in 2009 and concluded on December 6, 2013.

Today, with the influence that telecommunications corporations have in fashioning our laws to suit their interests, history has taught us that we can only expect that consumer protections, rate regulation, municipal rights and the cost benefit for the consumer will not improve with time. It is for precisely these reasons that the committee negotiated and won a 15 year contract to lock in the best terms of our previous contract and add as many forward looking terms as possible to benefit the towns and subscribers.

This franchise contains a number of Municipal Benefits: First, it is easy to read. And it has links to every Federal and State regulation that governs the Franchise process which makes it easy for municipal officials to get straight answers when questions arise about compliance.

Second, it is based on the Maine Model Franchise document that was developed by the Maine Municipal Association, the Community Television Association of Maine and the Connect ME Authority who negotiated with the cable and phone industry over a period of 8 months in 2009.

Every consumer protection afforded by law is included, as is the standard insurance, bonding and compliance provisions. We retained many, but not all, of the requirements of the previous franchise agreement as the laws have changed considerably since 1997.

The towns also negotiated a substantial capital grant which has been allocated among the towns, school districts and the regional access center as agreed by all the parties involved. These grants make it possible to purchase the necessary equipment to televise municipal, school and public access programming throughout the 6 town region.

The resulting document is a good example of what can be achieved through teamwork and single mindedness of purpose, not always easy when 6 towns are involved.

Special thanks to the following Town representatives who have served on the Committee in the past: Limington: Martha Hamilton, Doug Hubbard, Limerick: Ken Laughlin (now deceased), Dean LaPage and Bob DeVilleneuve, Hollis: Don Marean and Len VanGaasbeek, Waterboro: Dick Bateman and David Lowe, Buxton: Peter Bums, Standish: Gordy Billington. Contact your town office for the current representative if you have questions that cannot be resolved directly with Charter/Spectrum.

Respectfully Submitted,

Tony Vigue, Chairman

SACO RIVER CORRIDOR COMMISSION

“Communities Working Together To Protect Our Rivers”

The Saco River Corridor Commission (SRCC) works to protect the Ossipee, Little Ossipee and the Saco River through the standards, programs and laws described by the Saco River Corridor Act. The Maine legislature created a set of standards to protect these great rivers after many citizens in the 20 surrounding towns approached them for help. Each of these 20 towns has an opportunity to be represented on the Commission by having the town appoint two people - a member and an alternate.

The Town of Hollis is fortunate to have Donna Hanson on the Commission. The alternate position is currently vacant. Anyone interested in obtaining more information about how to represent your community through this Commission should contact the Commission Staff and we will explain the town's role and the individual's role as well. In a practical sense, Commissioners give the Town of Hollis an opportunity to participate in the present and future development patterns throughout the entire corridor from Fryeburg to Saco. The Commission looks at land use issues, water quality and conservation issues covering a wide range of topics during the year. Clean, healthy water is Maine's greatest asset. It's hard to understate this important fact.

We are happy to report the conclusion of our sixteenth successful Saco River Monitoring Program. Currently, we have over 10 volunteers monitoring for dissolved oxygen, pH, turbidity, temperature, total Kjeldahl nitrogen, total phosphorus, orthophosphate, Alkalinity and *Escherichia coli*. We also do macro invertebrate testing and conductivity testing at many sites within the corridor. Our testing takes place on a bi-weekly schedule along the Saco, Ossipee, and Little Ossipee Rivers at 35 different locations during the months of May through September. All of the information relating to the past sixteen years of the Commission's monitoring program can be found on our website located at www.srcc-maine.org. This information can be useful for Planning Boards, Code Enforcement Officers and developers in locating appropriate types of land uses close to the River.

The Commission works hard to keep the rivers clean and healthy, but they cannot do it alone. Copies of the water quality monitoring information is available or questions can be asked by calling Dennis, the Commission's Executive Director. The Commission office is located at 81 Maple Street in Cornish, Maine (Telephone 207-625-8123) and can be found on the web at www.srcc-maine.org.

**Town of Hollis
2015/2016
Municipal Appropriations**

		Town of Hollis	VOTE	6/9/2015	
		Municipal Appropriations	Fiscal Year	7/1/2015-6.30/2016	
			carry forward	raised taxation	
Art#	Acct #	Department Name	Designated	Appropriation	Article Total \$
3	100	Administration	Surplus	\$163,734.00	
	101	Broadcasting		\$6,200.00	
	102	Town Record Preservation		\$5,000.00	
	103	Treasurer		\$44,404.00	
	104	Town Clerk		\$42,500.00	
	105	Elections		\$16,500.00	
	106	Tax Collector		\$54,209.00	
	150	Legal Fees		\$12,000.00	
	400	Operations & Management		\$49,130.00	
	1300	Insurance		\$213,716.00	
	1600	FICA (withholding)		\$63,495.00	
	1800	Animal Control		\$10,701.00	
	2200	Planning Board		\$8,000.00	
	2205	Budget Committee		\$2,600.00	
	2210	Appeals Board		\$300.00	
	2298	Veteran's Flags		\$700.00	
	2370	Conservation Commission		\$750.00	
	2400	Saco River TV		\$15,493.00	
	2500	Code Enforcement		\$46,850.00	
				\$756,282.00	\$756,282.00
4	1200	Recreation Department		\$240,689.00	\$240,689.00
5	500	Snow and Sanding		\$295,695.00	
		Highway		\$140,000.00	
		Paving		\$150,000.00	
			carry forward	\$585,695.00	\$ 585,695.00
6		Emergency Services		\$508,962.00	\$508,962.00
7		Public Services			
	900	Solid Waste Disposal		\$233,000.00	
	1000	General Assistance		\$10,000.00	
	2000	Street Lights		\$14,500.00	
				\$257,500.00	\$257,500.00
8		Hollis Libraries			
	800	Salmon Falls Library		\$45,626.00	
	810	Hollis Center Library		\$30,000.00	
				\$75,626.00	\$75,626.00
9	xxx	Canal/ Bar Mills Bridge		\$13,400.00	13,400.00
		Street Lights			

**Town of Hollis
2015/2016
Municipal Appropriations**

10	xx	Town Community Day		\$1,000.00	\$1,000.00
11		Fire Engine	380,000		\$ -
		from TIF	TIF		
12		Revaluation	50,000		\$ -
		From Undesignated Fund			
13		Non Municipal Requests			
	2299	York County Shelters		\$700.00	
	2300	Visiting Nurse Service		\$1,850.00	
	2301	York County Com. Action		\$3,400.00	
	2302	Leavitt's Mills Health Care		\$1,800.00	
	2303	Kids Free to Grow		\$500.00	
	2304	Caring Unlimited		\$1,281.00	
	2305	Maine Behavioral Health		\$500.00	
	2306	Day One Inc.		\$500.00	
	2307	So Me. Agency on Aging		\$2,500.00	
	2310	Cub Scouts		\$850.00	
	2312	Boy Scouts		\$700.00	
	2314	Red Cross		\$300.00	
	2315	Buxton- Hollis Historical		\$600.00	
	2317	VNA Home Health		\$250.00	
	2318	Maine Public Broadcasting		\$100.00	
	2319	York County Food Rescue		\$1,000.00	
	2320	Saco River Corridor Commission		\$300.00	
	2322	Sexual Assault Response Services		\$1,000.00	
	2360	So. ME. Regional Planning		\$1,295.00	
	2395	12 Town Group		\$200.00	
	3000	Biddeford Free Clinic		\$500.00	
				\$20,126.00	\$20,126.00
				-	
14		Ant Revenues 1,529,304		-	
15		Snowmobile registration			
16		Tax due 11/4/2015			
		tax due 05/04/2016			
		7% Interest -			
17		Sports Complex			
		protected account			
18		Veterans Graves			
		General assistance		\$0.00	\$ -
		perpetually carryforward			

**Town of Hollis
2015/2016
Municipal Appropriations**

19	Comprehensive Plan Update- from TIF	20,000	\$0.00	\$ -
20	Amend TIF Agreement from TIF Funds	20,000		
21	Eco Maine Money protected account \$20,000			
22	LD1 FAILED		\$0.00	\$ -
				\$ -
	ESTIMATED /ANTICIPATED			
14	REVENUES			
	MDOT Block Grant		\$55,800.00	
	Code Enforcement Fees		\$30,000.00	
	Dog fees		\$700.00	
	Excise Taxes		\$725,000.00	
	Rescue Fees		\$110,000.00	
	Parks & Recreation Fees		\$159,000.00	
	Misc. Rev & Reimbursements		\$61,000.00	
	BETE Reimbursements		\$157,000.00	
	Homestead Reimbursement		\$56,800.00	
	Tree Growth Reimbursement		\$20,700.00	
	Veteran's Exemption Reim. -		\$2,100.00	
	State Revenue Sharing		\$109,704.00	
	cable Franchise Fees		\$41,500.00	
			\$1,529,304.00	\$ -
	2015-2016	\$470,000.00	Total Municipal	\$2,459,280.00
		42000 TIF	Appropriation	plus carryforwarc
		50000 UF		
	6-09-2015 Annual Town Meeting Results			
	Martha Huff, Town Clerk			

Town of Hollis
Annual Financial Report



June 30, 2016

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INDEPENDENT AUDITOR'S REPORT

Board of Selectmen
Town of Hollis
Hollis, Maine

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Town of Hollis as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Hollis as of June 30, 2016, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison schedule on pages 3 – 12 and 35 – 37, respectively, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Hollis's basic financial statements. The additional schedules presented (Schedules 2 through 8) are presented for purposes of additional analysis and are not a required part of the basic financial statements.

Schedules 2 through 8 are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, Schedules 2 through 8 are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Certified Public Accountants
September 28, 2016

Management's Discussion and Analysis

The Town of Hollis (the Town) provides this Management Discussion and Analysis to present additional information to the readers of the Town's basic financial statements. This narrative overview and analysis of the financial activities of the Town is for the fiscal year ended June 30, 2016. Readers are encouraged to consider this information in conjunction with the additional information that is furnished in the Town's basic financial statements, required supplementary information, and other supplementary information.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Town's financial statements. The Town's basic financial statements include three components: 1) Government-wide Financial Statements, 2) Fund Financial Statements, and 3) Notes to the Financial Statements. This report also contains required supplementary information that provides budgetary comparisons with actual results. The components of the financial statements are described in the following sections.

Basic Financial Statements

The basic financial statements include two types of financial statements that present different views of the Town – the Government-wide Financial Statements and the Fund Financial Statements. The Notes to the Basic Financial Statements supplement the financial statement information and clarify line items that are part of the financial statements.

Government-wide Financial Statements

The Government-wide Financial Statements provide a broad view of the Town's operations in a manner similar to a private sector business. The statements provide both short-term and long-term information about the Town's financial position, which assists in assessing the Town's economic condition at the end of the fiscal year. These are prepared using the economic resources measurement focus and the accrual basis of accounting. This means they follow methods that are similar to those used by most businesses. They take into account all revenues and expenses connected with the fiscal year even if cash involved has not been received or paid. The Government-wide Financial Statements include two statements:

- The *Statement of Net Position* presents all of the government's assets, liabilities, and deferred inflows of resources, with the difference between total assets and the sum of total liabilities and total deferred inflows of resources reported as total net position. Over time, increases or decreases in the Town's net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.
- The *Statement of Activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position 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 this statement for some items that will not result in cash flows until future fiscal periods (such as uncollected taxes and earned but unused vacation leave). This statement also presents a comparison between direct expenses and program revenues for each function of the Town.

Town of Hollis
Management's Discussion and Analysis
June 30, 2016

Both of the above financial statements present the net position and activities of *governmental activities*. Governmental activities are those activities that are mostly supported by taxes and intergovernmental revenues (federal and state grants), and are the only major category of activities carried on by the Town.

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, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

The Fund Financial Statements focus on individual parts of the Town government, reporting the Town's operations in more detail than the Government-wide Financial Statements. The Town maintains only two categories of funds: governmental funds and fiduciary funds. It is important to note that these fund categories use different accounting approaches and should be interpreted differently.

Governmental Funds

All of the basic services provided by the Town are financed through governmental 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, the Governmental Fund Financial Statements focus on near term inflows and outflows of spendable resources. They also focus on the balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Town's near term financing requirements. This approach is known as using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under this approach, revenues are recorded when cash is received or when susceptible to accrual (i.e., measurable and available to liquidate liabilities of the current period). Expenditures are generally recorded when liabilities are incurred, except for those related to long-term liabilities, which are recorded when due and payable. These statements provide a detailed short-term view of the Town's finances to assist in determining whether there will be adequate financial resources available to meet the current needs of the Town.

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 the government's 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 the governmental activities. These reconciliations are presented on the page immediately following each governmental fund financial statement.

The Town presents four columns in the governmental fund Balance Sheet and in the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances. The Town's town major governmental funds are the General Fund and the Poland Spring TIF Fund. All non-major governmental funds are combined in the "Other Governmental Funds" column on these statements. The fourth column combines the other three columns to present data for all governmental funds.

Fiduciary Funds

These funds are used to account for resources held for the benefit of parties outside the Town government. Fiduciary funds are not reflected in the Government-wide Financial Statements because the resources of these funds are not available to support the Town's own programs.

The Town's sole fiduciary fund is a Private-Purpose Trust Fund that accounts for money held and administered by the Town on behalf of third parties.

Town of Hollis
Management's Discussion and Analysis
June 30, 2016

Current Year Financial Highlights

- The Town's property values increased in taxable valuation from \$519,484,654 in fiscal year 2015 to \$520,043,630 in fiscal year 2016 – an overall increase of \$558,976 (or, 0.1%).
- The Town's mil-rate increased from \$11.50 in fiscal year 2015 to \$11.95 in fiscal year 2016.
- The Town's assets exceeded its liabilities and deferred inflows of resources by \$11,770,855 as of the end of the fiscal year. This year's total net position includes an unrestricted portion totaling \$3,314,054 (an increase from the prior year of \$415,523), which may be used to meet the Town's ongoing obligations to employees, citizens, and creditors.
- The Town's operations for this year resulted in an increase in net position of \$809,869. The Town's general revenues of \$7,645,218 surpassed its net expenses of \$6,835,349.
- Total governmental activities' expenses in fiscal year 2016 were up by \$57,452 (or, 0.8%) from fiscal year 2015. Total governmental activities' revenues, on the other hand, were up by \$486,409 (or, 6.4%) in fiscal year 2016 compared to fiscal year 2015.
- In the General Fund, the Town's unassigned fund balance increased by \$91,136 from June 30, 2015 to June 30, 2016. The General Fund's committed fund balance increased by \$70,000 due to (a) a \$50,000 addition to the reserve for future revaluation expenses, and (b) a \$20,000 reserve of Ecomaine refund money received in 2015.
- At the close of the current fiscal year, the Town's General Fund's unassigned fund balance as a percentage of the General Fund's expenditures and transfers out for the fiscal year was 29.5% – up from 27.8% in the prior year.

Town of Hollis
Management's Discussion and Analysis
June 30, 2016

Table A
Town of Hollis
Condensed Statement of Net Position
As of June 30, 2016 and 2015

	2016	2015	\$ Change	% Change
Current assets	\$ 5,701,355	\$ 4,792,304	\$ 909,051	19.0%
Capital assets, net	<u>6,250,333</u>	<u>6,361,417</u>	<u>(111,084)</u>	-1.7%
Total assets	11,951,688	11,153,721	797,967	7.2%
Current liabilities	169,695	125,373	44,322	35.4%
Long-term liabilities	<u>443</u>	<u>30,527</u>	<u>(30,084)</u>	-98.5%
Total liabilities	170,138	155,900	14,238	9.1%
Deferred inflows of resources	<u>10,695</u>	<u>6,835</u>	<u>3,860</u>	56.5%
Net investment in capital assets	6,189,676	6,357,623	(167,947)	-2.6%
Restricted	2,267,125	1,704,832	562,293	33.0%
Unrestricted	<u>3,314,054</u>	<u>2,898,531</u>	<u>415,523</u>	14.3%
Total net position	<u>\$ 11,770,855</u>	<u>\$ 10,960,986</u>	<u>\$ 809,869</u>	7.4%

Table B
Town of Hollis
Condensed Statement of Activities
For the Years Ended June 30, 2016 and 2015

	2016	2015	\$ Change	% Change
Program revenues	\$ 419,065	\$ 421,427	\$ (2,362)	-0.6%
General revenues	<u>7,645,218</u>	<u>7,156,447</u>	<u>488,771</u>	6.8%
Total revenues	8,064,283	7,577,874	486,409	6.4%
General government	745,758	700,566	45,192	6.5%
Recreation department	243,593	233,666	9,927	4.2%
Road and highway services	665,065	751,573	(86,508)	-11.5%
Emergency services	562,760	515,755	47,005	9.1%
Public services	254,846	255,133	(287)	-0.1%
Libraries	80,704	65,234	15,470	23.7%
Debt service	3,263	3,982	(719)	-18.1%
Education	3,766,606	3,523,138	243,468	6.9%
County taxes	225,061	227,582	(2,521)	-1.1%
Overlay	7,600	20,244	(12,644)	-62.5%
Miscellaneous	<u>699,158</u>	<u>900,089</u>	<u>(200,931)</u>	-22.3%
Total expenses	<u>7,254,414</u>	<u>7,196,962</u>	<u>57,452</u>	0.8%
Change in net position	<u>\$ 809,869</u>	<u>\$ 380,912</u>	<u>\$ 428,957</u>	112.6%

Town of Hollis
Management's Discussion and Analysis
June 30, 2016

Government-wide Financial Analysis

Tables A and B on the previous page highlight the activities and the ending net position of the Town for fiscal years 2015 and 2016 and also display the dollar and percentage changes from one year to the next.

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The Town's net position was just under \$11.8 million at the end of fiscal year 2016, compared to just over \$10.8 million at the end of fiscal year 2015.

Overall, current assets increased by almost a million dollars. The majority of this increase was in cash held for the tax increment financing (TIF) district, which increased from \$1.5 million in 2015 to \$2.1 million in 2016. Another \$412,000 increase occurred in the General Fund's operating cash, mostly a result of revenue surpluses.

General capital assets decreased by \$111,084 during the year. This was a combination of acquiring new assets totaling \$217,058 while depreciating asset costs in the amount of \$328,142.

The Town's current liabilities increased by \$44,322, which is primarily driven the purchase of a new truck in 2016 that was financed through a lease. The Town has subsequently paid off the lease in full in early fiscal year 2017.

The Town's long-term liabilities have almost completely disappeared due to the Town's only general obligation bond being in its final year of payment. The only remaining long-term liabilities are amounts due on copier leases.

Overall, the Town's net position increased by \$809,869 (7.4% over last year's net position) with \$415,523 of the increase being unrestricted.

Program revenues (consisting of charges for services, operating grants, and contributions) were relatively unchanged from 2015 levels. General revenues, however, increased by \$488,771 (or, 6.8%) from 2015 levels. General revenues includes the general tax levy as well as excise taxes and intergovernmental receipts for general Town operations.

In expenses, the most significant variances from 2015 activity were in the Road and Highway Services, Education, and Miscellaneous categories. Road and Highway Services expenses in 2016 were \$86,508 less than they were in 2015. Tax assessments for Education from MSAD #6 were \$243,468 more in 2016 than they were in 2015. And the Miscellaneous category, which includes expenses related to the TIF and other special revenue funds, decreased overall by \$200,931 between 2015 and 2016. The primary reason for this was because the credit enhancement agreement for the TIF required a lower payment from the Town.

Charts A on the following page shows the relative sizes of revenues based on their source. The largest source of revenue is, of course, property taxes at 78% of total Town revenues. The next largest source is excise taxes, at 10%.

Chart B on the following page shows the relative sizes of Town expenses by category. Education accounts for 52% of all expenses, followed by general government expenses (10%). Miscellaneous expenses also make up about 10% of total expenses, which is mostly expenses related to the TIF district and its credit enhancement payment.

Town of Hollis
Management's Discussion and Analysis
June 30, 2016

Chart A
Revenues by Source

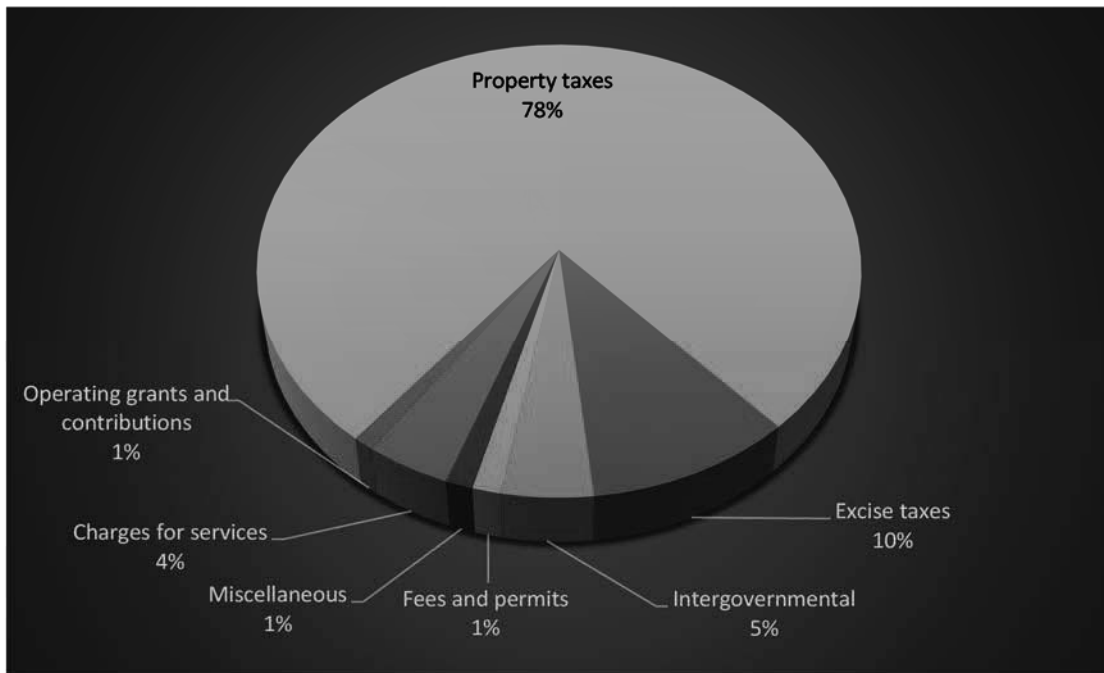
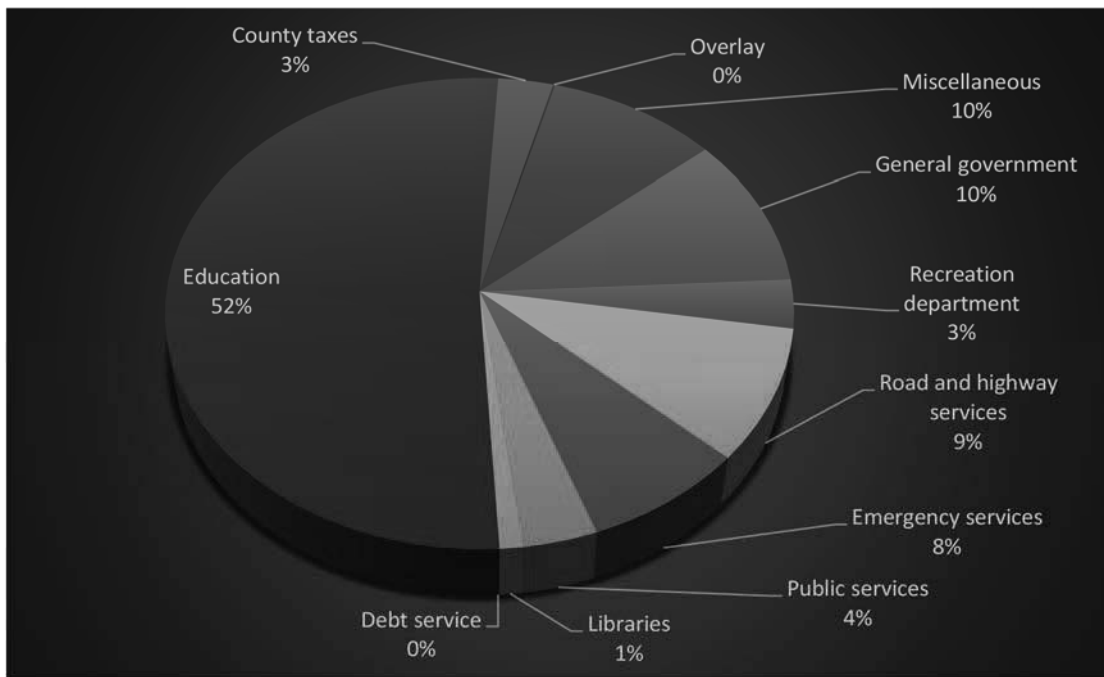


Chart B
Expenses by Category



Town of Hollis
Management's Discussion and Analysis
June 30, 2016

Analysis of the Town's Governmental Funds

As noted earlier, the Town of Hollis uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of the Town's governmental funds is on near term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financial requirements. In particular, unassigned fund balance may serve as a useful measure of a government's financial position at the end of the fiscal year.

General Fund

The General Fund's net change in fund balance for the year was an increase of \$400,298. Comparatively, in the prior fiscal year, it had a net decrease of \$175,418. Of this total increase in fund balance, the unassigned fund balance increased by \$91,136 – the remainder of the increase affecting other fund balance components. The reason for the current year increase was simply due to more revenues than expected and less expenditures than planned.

The committed fund balance was increased by \$70,000 during the year. This was a result of town-approved reserves of \$50,000 for future revaluation costs and another \$20,000 set aside as a reserve from monies received in 2015 from Ecomaine.

The General Fund's cash and cash equivalents grew from \$2.9 million in 2015 to almost \$3.2 million in 2016. This was a 9.8% increase. Outstanding tax and liens receivable at year end were down \$73,941 from 2015, representing a 22.8% decrease resulting from management's increased collection efforts. Likewise, tax acquired property balances were down by 19.6% from 2015, also due to stepped-up collection actions including the sale of certain properties.

Poland Spring TIF Fund

The Poland Spring TIF fund accounts for all activity related to the TIF agreement. During the year, the captured assessed value that was transferred into the TIF from the General Fund amounted to \$1.3 million. Of those funds, \$587,548 was paid out in credit enhancement agreement payments along with \$159,703 in other approved district expenditures. The expended balance is retained in the TIF for future expenditures.

Overall, the TIF's fund balance increased \$563,591 from 2015 to 2016 – an increase of 38.2%. The 2016 ending fund balance was \$2,039,428.

Other Governmental Funds

All other governmental funds are nonmajor special revenue funds. In total, their fund balances decreased by \$1,298 – from \$228,995 at year end 2015 to \$227,697 at year end 2016. The fund balances represent unexpended grant and other specially designated funds. The largest of these funds is the Indian Cellar Parcel fund, which has \$124,622 in unexpended funds.

Town of Hollis
Management's Discussion and Analysis
June 30, 2016

General Fund Budgetary Highlights

The townspeople approve appropriations for the General Fund. The townspeople also approve various other expenditures from other funds, but these are not part of the legally adopted General Fund budget.

The original budget, as adopted by the Town on June 9, 2015, was a balanced budget. That is, budgeted expenditures were completely offset by budgeted revenues. The final budget, however, budgeted a deficit of \$396,949. This was due to a combination of (a) management approving \$206,949 in carry forwards of unexpended 2015 appropriations, (b) the townspeople approving at a special town meeting on August 25, 2015, a reduction in property taxes to be raised by \$130,000, and (c) the townspeople approving at a special town meeting on January 19, 2016, up to \$60,000 for emergency repairs to the Hollis Community Building.

Actual performance, as compared to budgeted amounts, was that revenues came in \$268,448 over budget and expenditures were kept at \$487,295 under budget. This resulted in a budget-to-actual difference of \$755,743 between the budgeted deficit (\$396,949) and actual surplus (\$358,794) on a budgetary basis.

The largest budget-to-actual variances occurred in the following line items:

Revenues

- Excise taxes were \$95,317 (13.1%) more than budgeted
- Fees and permit revenues were \$37,698 (52.2%) more than budgeted
- Miscellaneous revenues were \$43,894 (72.0%) more than budgeted

Expenditures

- General government expenditures were \$96,326 (11.6%) under budget
- Road and highway services expenditures were \$248,894 (33.8%) under budget
- Overlay was \$108,332 (93.4%) under budget

The surplus of \$358,794 is on a budgetary basis and differs from the General Fund's total net change in fund balance of \$400,298, which is calculated on a modified accrual basis. The difference, \$41,504, is the change in unavailable property taxes from year to year that is included in the fund financial statements prepared on the modified accrual basis, but is not considered on the budgetary basis.

Capital Assets and Long-term Debt Activity

Capital Assets

The Town's investment in capital assets for governmental activities, as of June 30, 2016, has a net book value of just over \$6.2 million, made up of \$11.5 million in the historical cost of assets less accumulated depreciation on those assets of \$5.3 million. This investment includes land, land improvements, buildings and improvements, vehicles, equipment, and infrastructure. It also includes \$100,000 worth of assets not in service – which represents a down payment made in fiscal year 2016 for a new fire engine that is expected to be placed in service in fiscal year 2017. Infrastructure assets are items that are normally immovable and have value only to the Town, such as roads, bridges, streets, sidewalks, drainage systems, lighting systems, and similar items.

The total decrease in the Town's investment in capital assets for the current fiscal year was \$111,084. This is a combination of \$217,058 in new acquisitions and constructions, and \$328,142 in depreciation expense.

Town of Hollis
Management's Discussion and Analysis
June 30, 2016

Table C
Capital Assets Net Book Value Comparisons
As of June 30, 2016 and 2015

	2016	2015	\$ Change	% Change
Land	\$ 268,063	\$ 268,063	\$ -	0.0%
Assets not in service	100,000	-	100,000	N/A
Land improvements	52,968	7,600	45,368	596.9%
Building improvements	370,955	389,397	(18,442)	-4.7%
Vehicles	383,032	378,912	4,120	1.1%
Equipment	155,880	155,621	259	0.2%
Infrastructure	4,919,435	5,161,824	(242,389)	-4.7%
Total capital assets	<u>\$ 6,250,333</u>	<u>\$ 6,361,417</u>	<u>\$ (111,084)</u>	-1.7%

Long-term Debt

At the end of the fiscal year, the Town had \$28,365 outstanding in general obligation bonds and \$31,156 in capital lease obligations. Of this \$59,521 in total long-term debt, \$59,078 will be repaid within the coming fiscal year.

The Town financed a new truck during the year with a capital lease obligation of \$36,790. Even though the capital lease terms allow it to be repaid over five years, management has the intent and ability to pay off the lease obligation within the next fiscal year and, thus, its entire balance is classified as a current liability.

The Town's sole general obligation bond is also due to be paid off in fiscal year 2017.

Currently Known Facts, Decisions, and Conditions

On June 14, 2016, the townspeople approve a municipal budget for fiscal year 2017 totaling \$2,504,577. This amount does not include assessments for education and county taxes, nor does it include captured assessed value amounts that are required to be transferred to the Poland Spring TIF fund.

Additionally, the townspeople approved spending up to \$300,000 on revaluation and map conversion expenditures, \$200,000 of it to be funded from the committed revaluation reserve funds, and the remaining \$100,000 to be funded out of the General Fund's unassigned fund balance. Another \$10,000 was approved to be expended on repairs to the Town Board, which will be paid for out of the General Fund's unassigned fund balance. Another \$20,000 was approved to be expended on design work for a new town hall and/or community building, also to be paid out of the General Fund's unassigned fund balance. Another \$40,000 was approved to be expended on preservation of the town's records, also to be paid out of the General Fund's unassigned fund balance; and up to \$100,000 was approved to be expended out of the General Fund's unassigned fund balance to cover emergencies that may occur. All told, the townspeople have approved using \$470,000 of existing fund balance for fiscal year 2017 expenditures.

Other items that are expected to have a significant effect on the Town's financial position, operational results, or that might be of particular use to the readers of the financial statements:

1. The mil rate for fiscal year 2017 is \$11.95.
2. Article for the November 8, 2016 Special Town Meeting & Town Vote included a \$45,000 from the General Fund to solicit competitive proposals and services from Architectural/Engineering Firms to complete Conceptual Planning and Schematic Design documents for a planned mixed use Hollis Municipal Complex. This measure passed.

Town of Hollis
Management's Discussion and Analysis
June 30, 2016

3. Article for the November 8, 2016 Special Town Meeting & Town Vote included a \$45,000 from the TIF to solicit competitive proposals and services from Architectural/Engineering Firms to complete Conceptual Planning and Schematic Design documents for a planned mixed use Hollis Municipal Complex. This measure was not passed.
4. The fiscal year 2017 \$100,000 emergency fund has been expended for renovation of the Community Recreation Building.
5. Purchased a new Fire Truck from TIF in the amount of \$377,000.
6. A \$150,000 increase to the Town's Business Equipment Tax Exemption (BETE) Reimbursement from the State was applied to the fiscal year 2017 tax commitment.

Contacting the Town's Financial Management

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the Town's finances and to show the Town's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Select Board Office at 34 Town Farm Road, Hollis, Maine, or by phone at (207)929-8552.

BASIC FINANCIAL STATEMENTS

Town of Hollis
Statement of Net Position
As of June 30, 2016

Statement 1

	<u>Governmental Activities</u>
Assets	
Cash and cash equivalents	\$ 5,411,834
Receivables, net of allowances	
Taxes	190,679
Liens	59,153
Prepaid expenses	6,644
Tax acquired property	32,677
Due from third parties	368
General capital assets	
Land	268,063
Assets not in service	100,000
Buildings, equipment, and infrastructure	11,165,433
Accumulated depreciation	<u>(5,283,163)</u>
Total Assets	11,951,688
Liabilities	
Accounts payable	46,104
Accrued expenses	18,517
Unearned revenues	45,996
Current portion of long-term debt	59,078
Noncurrent portion of long-term debt	<u>443</u>
Total Liabilities	170,138
Deferred Inflows of Resources	
Prepaid property taxes	<u>10,695</u>
Net Position	
Net investment in capital assets	6,189,676
Restricted	
Tax increment financing district	2,039,428
Designated purposes	227,697
Unrestricted	<u>3,314,054</u>
Total Net Position	<u><u>\$ 11,770,855</u></u>

The accompanying notes are an integral part of these financial statements.

Town of Hollis
Statement of Activities
For the Year Ended June 30, 2016

Statement 2

				Net (Expense) Revenue and Changes in Net Position
		Program Revenues		
Functions / Programs	Expenses	Charges for Services	Operating Grants and Contributions	Governmental Activities
Primary Government				
Governmental Activities				
General government	\$ 745,758	724	575	\$ (744,459)
Recreation department	243,593	171,945	1,440	(70,208)
Road and highway services	665,065	-	51,740	(613,325)
Emergency services	562,760	121,488	23,466	(417,806)
Public services	254,846	2,495	200	(252,151)
Libraries	80,704	-	25	(80,679)
Debt service	3,263	-	-	(3,263)
Education	3,766,606	-	-	(3,766,606)
County taxes	225,061	-	-	(225,061)
Overlay	7,600	-	-	(7,600)
Miscellaneous	699,158	39,337	5,630	(654,191)
Total Primary Government	\$ 7,254,414	\$ 335,989	\$ 83,076	(6,835,349)
		General Revenues		
		Property taxes		6,240,582
		Excise taxes		820,317
		Intergovernmental		365,944
		Fees and permits		109,898
		Miscellaneous		108,477
		Total general revenues		7,645,218
		Change in Net Position		809,869
		Beginning Net Position, restated		10,960,986
		Ending Net Position		\$ 11,770,855

The accompanying notes are an integral part of these financial statements.

Town of Hollis
Balance Sheet
Governmental Funds
As of June 30, 2016

Statement 3

	General Fund	Poland Spring TIF Fund	Other Governmental Funds	Total Governmental Funds
Assets				
Cash and cash equivalents	\$ 3,165,525	\$ 2,116,549	\$ 129,760	\$ 5,411,834
Receivables, net of allowances				
Taxes	190,679	-	-	190,679
Liens	59,153	-	-	59,153
Prepaid expenses	6,644	-	-	6,644
Tax acquired property	32,677	-	-	32,677
Due to third parties	368	-	-	368
Due from other funds	<u>82,259</u>	<u>-</u>	<u>103,717</u>	<u>185,976</u>
Total Assets	<u><u>\$ 3,537,305</u></u>	<u><u>\$ 2,116,549</u></u>	<u><u>\$ 233,477</u></u>	<u><u>\$ 5,887,331</u></u>
Liabilities, Deferred Inflows of Resources, and Fund Balance				
Liabilities				
Accounts payable	\$ 45,462	\$ -	\$ 642	\$ 46,104
Accrued expenses	17,381	-	-	17,381
Unearned revenues	45,996	-	-	45,996
Due to other funds	<u>103,717</u>	<u>77,121</u>	<u>5,138</u>	<u>185,976</u>
Total liabilities	212,556	77,121	5,780	295,457
Deferred Inflows of Resources				
Prepaid property taxes	10,695	-	-	10,695
Unavailable property taxes	<u>213,478</u>	<u>-</u>	<u>-</u>	<u>213,478</u>
Total deferred inflows of resources	224,173	-	-	224,173
Fund Balance				
Nonspendable	6,644	-	-	6,644
Restricted	-	2,039,428	227,697	2,267,125
Committed	220,000	-	-	220,000
Assigned	619,467	-	-	619,467
Unassigned	<u>2,254,465</u>	<u>-</u>	<u>-</u>	<u>2,254,465</u>
Total fund balance	<u>3,100,576</u>	<u>2,039,428</u>	<u>227,697</u>	<u>5,367,701</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balance	<u><u>\$ 3,537,305</u></u>	<u><u>\$ 2,116,549</u></u>	<u><u>\$ 233,477</u></u>	<u><u>\$ 5,887,331</u></u>

The accompanying notes are an integral part of these financial statements.

Town of Hollis
Reconciliation of the Total Governmental Funds Balance
To the Net Position of Governmental Activities
As of June 30, 2016

Statement 4

Total governmental funds balance (from Statement 3) \$ 5,367,701

Capital assets are not financial resources and, therefore, are not reported in the governmental funds. They are, however, economic resources of governmental activities and are reported in the Statement of Net Position.

Net capital assets 6,250,333

Long-term debts and related accrued interest are not due and payable in the current period and, therefore, are not reported in the governmental funds. They are, however, economic liabilities of governmental activities and are reported in the Statement of Net Position.

Long-term debt (59,521)

Accrued interest (1,136)

Taxes that are not expected to be collected within 60 days of the end of the fiscal year and not considered financial resources and, therefore, are excluded from the governmental fund balances. They are, however, considered economic resources of governmental activities and, therefore, are included in the net position.

Unavailable property taxes 213,478

Net position of governmental activities (see Statement 1) \$ 11,770,855

The accompanying notes are an integral part of these financial statements.

Town of Hollis
Statement of Revenues, Expenditures, and Changes in Fund Balance
Governmental Funds
For the Year Ended June 30, 2016

Statement 5

	General Fund	Poland Spring TIF Fund	Other Governmental Funds	Total Governmental Funds
Revenues				
Taxes	\$ 7,102,403	\$ -	\$ -	\$ 7,102,403
Intergovernmental	438,647	-	-	438,647
Fees and permits	109,898	-	-	109,898
Charges for services	296,652	-	39,337	335,989
Miscellaneous	<u>104,894</u>	<u>5,179</u>	<u>8,776</u>	<u>118,849</u>
Total revenues	8,052,494	5,179	48,113	8,105,786
Expenditures				
General government	734,392	-	-	734,392
Recreation department	235,777	-	-	235,777
Road and highway services	486,675	-	-	486,675
Emergency services	521,356	-	-	521,356
Public services	254,846	-	-	254,846
Libraries	80,704	-	-	80,704
Debt service	-	31,020	-	31,020
Education	3,766,606	-	-	3,766,606
County taxes	225,061	-	-	225,061
Overlay	7,600	-	-	7,600
Miscellaneous	<u>32,516</u>	<u>716,231</u>	<u>50,411</u>	<u>799,158</u>
Total expenditures	<u>6,345,533</u>	<u>747,251</u>	<u>50,411</u>	<u>7,143,195</u>
Revenue Surplus (Deficit)	1,706,961	(742,072)	(2,298)	962,591
Other Financings Sources (Uses)				
Transfers in	-	1,305,663	1,000	1,306,663
Transfers out	<u>(1,306,663)</u>	<u>-</u>	<u>-</u>	<u>(1,306,663)</u>
Total other financing sources (uses)	<u>(1,306,663)</u>	<u>1,305,663</u>	<u>1,000</u>	<u>-</u>
Net Change in Fund Balance	400,298	563,591	(1,298)	962,591
Beginning Fund Balance, restated	<u>2,700,278</u>	<u>1,475,837</u>	<u>228,995</u>	<u>4,405,110</u>
Ending Fund Balance	<u>\$ 3,100,576</u>	<u>\$ 2,039,428</u>	<u>\$ 227,697</u>	<u>\$ 5,367,701</u>

The accompanying notes are an integral part of these financial statements.

Town of Hollis
Reconciliation of the Net Change in the Total Governmental Funds Balance
To the Change in Net Position of Governmental Activities
For the Year Ended June 30, 2016

Statement 6

Net change in the total governmental funds balance (from Statement 5)	\$ 962,591
<p>Repayment of long-term debt principal and payments on capital lease obligations are reported as expenditures in the governmental funds, but are not reported as expenses of governmental activities. Instead, they are reported as reductions in long-term debt in the Statement of Net Position.</p>	
Bond and note payments	28,365
Capital lease payments	9,427
<p>Capital assets acquired during the year are reported as expenditures in the governmental funds, but are not reported as expenses of governmental activities. Instead, they are reported as increases in capital assets in the Statement of Net Position.</p>	
Capital asset acquisitions	80,268
Down payment on fire truck	100,000
<p>Taxes not collected within sixty days after year end are not considered available financial resources and, therefore, not reported as revenue in the governmental funds. However, they are reported as revenue in the Statement of Activities.</p>	
Decrease in unavailable property taxes	(41,504)
<p>Certain expenses and expense adjustments reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.</p>	
Depreciation expense	(328,142)
Increase in accrued interest expense	<u>(1,136)</u>
Change in net position of governmental activities (see Statement 2)	<u>\$ 809,869</u>

The accompanying notes are an integral part of these financial statements.

Town of Hollis
Statement of Fiduciary Net Position
Fiduciary Funds
As of June 30, 2016

Statement 7

	<u>Private- Purpose Trusts</u>
Assets	
Cash	\$ 6,910
Liabilities	
Due to the general fund	<u> 368</u>
Fiduciary Net Position	
Restricted - Held in trust for private purposes	<u><u>\$ 6,542</u></u>

The accompanying notes are an integral part of these financial statements.

Town of Hollis
Statement of Changes in Fiduciary Net Position
Fiduciary Funds
For the Year Ended June 30, 2016

Statement 8

	<u>Private- Purpose Trusts</u>
Additions	
Interest	\$ 7
Deductions	
Expenditures for designated purposes	<u> -</u>
Change in Fiduciary Net Position	7
Beginning Fiduciary Net Position	<u>6,535</u>
Ending Fiduciary Net Position	<u><u>\$ 6,542</u></u>

The accompanying notes are an integral part of these financial statements.

Town of Hollis
Notes to the Basic Financial Statements
June 30, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Reporting Entity

The Town of Hollis, Maine, was incorporated as a Town on February 27, 1798, under the laws of the State of Maine. The Town operates under a Town Meeting and a three member Board of Selectmen form of Government. 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). The more significant accounting policies established in GAAP and used by the Town are discussed below.

Principles Determining Scope of Reporting Entity

In evaluating the Town 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 organizations 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 benefit to or impose specific financial burden 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 aforementioned criteria, the following is a brief review of the potential component unit addressed in defining the reporting entity.

The Town participates in a jointly governed organization, which is not part of the Town's reporting entity.

Ecomaine provides solid waste disposal services to twenty participating communities (including the Town of Hollis) and eleven associate member communities. Ecomaine is managed by a Board of Directors selected by the elected municipal officers of its member communities. Except for requirements pursuant to Waste Handling Agreements (participating municipalities are obligated severally to deliver certain of the solid waste produced within the municipality to Ecomaine for processing, and to make service payments and pay tipping fees for such processing) no participant has any obligation, entitlement, or residual interest.

Basis of Presentation

Government-Wide Financial Statements

The government-wide financial statements, comprising the statement of net position and the statement of activities, report information on all of the non-fiduciary activities of the Town. Governmental activities are normally supported by taxes and intergovernmental revenues.

The statement of activities points out the extent to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are specifically associated with a function, service, program, or department. The Town does not allocate indirect expenses to programs or functions in the statement of activities. Program revenues include 1) charges to customers who purchase, use, or directly benefit from goods, services offered by the programs, and 2) grants and contributions that are restricted to meeting the operational requirements of a particular program. Taxes and other items not properly included among program revenues are reported as general revenues. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from general revenues of the Town.

Town of Hollis
Notes to the Basic Financial Statements
June 30, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Financial Statements

Fund financial statements report detailed information about the Town. Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements. The GASB sets forth minimum criteria (percentage of the assets, liabilities, revenues or expenditures/expenses of either fund category or the governmental and enterprise combined) for the determination of major funds. Non-major funds are aggregated and presented in the "Other Governmental Funds" column in the fund financial statements. Fiduciary funds are reported by fund type.

The Town's major governmental funds are the General Fund and Poland Spring TIF.

Measurement Focus and Basis of Accounting

The accounting and reporting treatment applied to a fund is determined by its measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements. The government-wide statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time the liability is incurred, regardless of when the related cash flow takes place. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized (recorded) in the accounting period in which they become susceptible to accrual, that is, when they become both measurable and available to finance expenditures of the current fiscal period. "Measurable" means the amount of the transaction can be determined, and "available" means collectible within 60 days after the end of the fiscal year. Revenue sources susceptible to accrual include intergovernmental revenues and investment earnings. Expenditures are recognized when the corresponding liabilities are incurred, except for principal and interest on general long-term debt, which are recognized when due, and compensated absences, which are recognized when paid to the employees. Capital asset acquisitions are reported as expenditures. Allocations of cost, such as depreciation, are not recognized in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Fiduciary funds are reported using the economic resources measurement focus and the accrual basis of accounting.

Fund Accounting

The Town uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts that comprise its assets, liabilities, fund equity, revenues and expenditures/expenses. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are reported by generic classification within the financial statements.

Governmental Funds

Governmental funds that the Town uses are identified as either general or special revenue based upon the following guidelines:

The General Fund is the operating fund of the Town and is always classified as a major fund. It is used to account for all financial resources except those required to be accounted for in another fund.

Town of Hollis
Notes to the Basic Financial Statements
June 30, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

The Poland Spring Tax Increment Financing (TIF) fund, the Town's only major special revenue fund, accounts for expenditures to be paid out of TIF revenues. The Town accounts for and reports several other special revenue funds which are considered non-major.

Fiduciary Funds

Private-Purpose Trust Funds - Trust funds are used to account for assets received by the Town and held in the capacity of trustee, custodian or agent. Non-expendable trust funds are those for which principal must be preserved intact. Expendable are those for which the principal and income may be expended in the course of their designated operations. These funds are not incorporated into the government-wide statements.

Cash and Cash Equivalents

Cash and cash equivalents are considered to be cash on hand, demand deposits and time deposits.

Prepaid Expenses

Payments made to vendors for services that will benefit periods beyond June 30, 2016 are recorded as prepaid expenses.

Interfund Receivables/Payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" on the combined balance sheet of the governmental funds and fiduciary funds. As a general rule, the effect of interfund activity has been eliminated from the government-wide statements.

Operating transfers are used to move unrestricted resources from various funds to finance programs that the Town must account for in other funds in accordance with budgetary authorizations.

Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the governmental activities column in the government-wide financial statements.

Capital assets are defined by the Town as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost and depreciated over their estimated useful lives. Donated capital assets are recorded at their estimated fair value at the date of donation. 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, other than land, is provided on the straight-line basis over their estimated useful lives. Estimated useful life is management's estimate of how long the asset is expected to meet service demands.

Property, plant and equipment of the primary government are depreciated using the straight line method over the assets' estimated lives, ranging from 4 to 50 years.

In the fund financial statements, fixed assets used in governmental fund operations are accounted for as capital outlay expenditures upon acquisition. Fixed assets are not capitalized and related depreciation is not expensed in the fund financial statements.

Town of Hollis
Notes to the Basic Financial Statements
June 30, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities statement of assets. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt is reported as other financing resources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section of deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Town currently has no deferred outflows of resources.

In addition to liabilities, the statement of net position will sometimes report a separate section of deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. In the government-wide financial statements, the Town's deferred inflows of resources consist of prepaid property taxes. In the fund financial statements, due to differences in the modified accrual basis of accounting, deferred inflows also include unavailable property taxes.

Net Position and Fund Equity Classifications

Net position is required to be classified into the following three components:

Net Investment in Capital Assets - This component consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any bonds, notes, or other borrowings that are attributable to the acquisition, construction, or improvements of those assets.

Capital assets	\$ 11,533,496
Accumulated depreciation	(5,283,163)
General obligation bonds	(28,365)
Capital lease obligations	(31,156)
Accrued interest	(1,136)
Net investment in capital assets	<u>\$ 6,189,676</u>

Restricted - This component consists of constraints placed on the use of net position which are either externally imposed by debt covenants, grantors, contributors, or laws or regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation.

Unrestricted - This component consists of net position that does not meet the definition of "restricted" or "net investment in capital assets".

Town of Hollis
Notes to the Basic Financial Statements
June 30, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Balance Component

In the fund financial statements, governmental fund balance is presented in five possible categories that comprise a hierarchy based on the extent to which the Town is bound to honor constraints on the specific purposes for which those funds can be spent. The categories are as follows:

Nonspendable - includes amounts that cannot be spent because they are not in spendable form or legally or contractually required to be maintained intact.

Restricted - represents the portion of fund balance that has externally imposed constraints, such as from creditors, grantors, contributors, laws, or enabling legislation.

Committed - describes the portion of the fund balance that is constrained by limitations that the government imposes upon itself at its highest level of decision making and that remain binding unless removed in the same manner.

Assigned – reflects the amounts constrained by the town’s “intent” to be used for specific purposes, but are neither restricted nor committed. The town selectpersons have the authority to assign amounts to be used for specific purposes.

Unassigned - represents amounts that are available for any purpose.

The Town has no formal revenue spending policy for programs with multiple revenue sources. For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in order by committed fund balance, assigned fund balance, and lastly, unassigned fund balance.

Landfill Closure and Post-closure Care Cost

State and federal regulations require that the Town place a final cover on its current operating landfill when waste is no longer accepted and to perform certain maintenance and monitoring functions at the site for a period of thirty years after closure. A related liability is required to be recognized based on the future closure and post closure care costs that will be paid after the date that the landfill stops accepting waste. The Town has one landfill, closure of which is complete. Some monitoring costs will be required in the future. However, these costs are not deemed to be material and were therefore not recorded as a liability.

Estimates

Management uses estimates and assumptions in preparing these basic financial statements in accordance with generally accepted accounting principles. These estimates and assumptions affect the reported amounts of assets, liabilities, the disclosure of contingent liabilities, and the reported revenue and expenses. Actual results could differ from these estimates.

NOTE 2: CUSTODIAL CREDIT RISK

Custodial credit risk is the risk that, in the event of the bank's failure, the Town will not be able to recover the value of its deposits that are in the possession of an outside party. The Town does not have a deposit policy for custodial credit risk and follows the provisions of Maine State Statutes.

As of June 30, 2016, the Town reported deposits of \$5,411,324 with a bank balance of \$5,421,707. The Town’s bank balance was covered by FDIC insurance and/or an irrevocable letter of credit.

Town of Hollis
Notes to the Basic Financial Statements
June 30, 2016

NOTE 3: TAXES AND LIENS RECEIVABLE

Taxes receivable include personal property taxes that cannot be liened and are long past due. For these amounts, management has estimated an allowance for uncollectible accounts. Taxes receivable are reported net of this allowance on the financial statements. The net amount is calculated as follows:

Current year taxes receivable	\$ 190,679
Prior years' taxes receivable	20,109
Allowance for uncollectible accounts	<u>(20,109)</u>
Taxes receivable, net of allowances	<u><u>\$ 190,679</u></u>

Liens receivable as of June 30, 2016 are \$59,153. Management believes the collectability of these accounts is reasonably assured and, therefore, has not provided for an allowance for uncollectible accounts.

NOTE 4: INTERFUND RECEIVABLES/PAYABLES AND TRANSFERS

Interfund Receivables and Payables

Interfund receivables among governmental funds are reported as due from other funds on the fund financial statements. Interfund payables among governmental funds are reported as due to other funds on the fund financial statements. These receivables and payables are eliminated in the government-wide financial statements as a result of combining the funds together.

Interfund receivables and payables between the general fund and fiduciary funds are reported as due from third parties and due to third parties, respectively. These interfund receivables and payables are not eliminated in the government-wide financial statements because fiduciary funds are not included in government-wide assets and liabilities.

Individual interfund receivable and payable balances at June 30, 2016 were as follows:

	<u>Due From Other Funds</u>	<u>Due To Other Funds</u>
General fund	\$ 82,259	\$ 103,717
Poland Spring TIF fund	-	77,121
Nonmajor special revenue funds	<u>103,717</u>	<u>5,138</u>
Total interfund balances	<u><u>\$ 185,976</u></u>	<u><u>\$ 185,976</u></u>

Interfund balances between the general fund and the private purpose trust funds at June 30, 2016, was \$368 due from the private purpose trusts to the general fund.

The purpose of interfund loans is to charge revenues and expenditures to the appropriate fund when that activity is accounted for through the centralized checking account. The balances represent each fund's portion of the centralized account.

Town of Hollis
Notes to the Basic Financial Statements
June 30, 2016

NOTE 4: INTERFUND RECEIVABLES/PAYABLES AND TRANSFERS (Continued)

Transfers

Interfund transfers for the year ended June 30, 2016 consisted of the following:

	<u>Transfers In</u>	<u>Transfers Out</u>
General fund	\$ -	\$ 1,306,663
Poland Spring TIF fund	1,305,663	-
Community day fund	1,000	-
Total interfund transfers	<u>\$ 1,306,663</u>	<u>\$ 1,306,663</u>

Transfers are used to report money appropriated out of the general fund operations for specific outlays reported in other funds.

NOTE 5: CAPITAL ASSETS

Capital asset activity during 2016 was:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Disposals</u>	<u>Ending Balance</u>
Capital assets not being depreciated				
Land	\$ 268,063	\$ -	\$ -	\$ 268,063
Assets not in service	-	100,000	-	100,000
Capital assets being depreciated				
Land improvements	9,500	47,750	-	57,250
Buildings and improvements	1,286,475	6,154	-	1,292,629
Vehicles	997,570	36,790	-	1,034,360
Equipment	404,587	26,364	-	430,951
Infrastructure	8,350,243	-	-	8,350,243
Total capital assets	11,316,438	217,058	-	11,533,496
Less: Accumulated depreciation				
Land improvements	1,900	2,382	-	4,282
Buildings and improvements	897,078	24,596	-	921,674
Vehicles	618,658	32,670	-	651,328
Equipment	248,966	26,105	-	275,071
Infrastructure	3,188,419	242,389	-	3,430,808
Total accumulated depreciation	4,955,021	328,142	-	5,283,163
Net capital assets	<u>\$ 6,361,417</u>	<u>\$ (111,084)</u>	<u>\$ -</u>	<u>\$ 6,250,333</u>

Assets not in service represents a \$100,000 down payment on a fire engine. The purchase is expected to be completed in fiscal year 2017, at which point the fire engine will be placed in service and will be begin to be depreciated.

Town of Hollis
Notes to the Basic Financial Statements
June 30, 2016

NOTE 5: CAPITAL ASSETS (Continued)

Depreciation was charged to the following functions:

General government	\$ 12,994
Recreation department	7,815
Roads and highway services	246,303
Emergency services	61,030
Total depreciation expense	<u>\$ 328,142</u>

NOTE 6: LONG-TERM DEBT AND CAPITAL LEASE OBLIGATIONS

The following is a summary of long-term debt activity for the year ended June 30, 2016:

	Beginning Balance	Additions	Repayments	Ending Balance
General obligation bond	\$ 56,730	\$ -	\$ (28,365)	\$ 28,365
Capital lease obligations	3,793	36,790	(9,427)	31,156
Total long-term debts	<u>\$ 60,523</u>	<u>\$ 36,790</u>	<u>\$ (37,792)</u>	<u>\$ 59,521</u>

The current and non-current portions of long-term debts at June 30, 2016, is as follows:

	Current Portion	Non-Current Portion	Ending Balance
General obligation bond	\$ 28,365	\$ -	\$ 28,365
Capital lease obligations	30,713	443	31,156
Total long-term debts	<u>\$ 59,078</u>	<u>\$ 443</u>	<u>\$ 59,521</u>

Interest payments on long-term debts for the year ended June 30, 2016, totaled \$2,878, composed of \$2,655 on the general obligation bond and \$223 on capital lease obligations.

The general obligation bond was issued by TD Bank on January 26, 2007. Annual installment payments are \$28,365, paid in January. Interest on the bond is 4.68% per annum. The bond matures January 26, 2017. The original amount authorized and issued was \$283,651. The ending balance, as of June 30, 2016 was \$28,365.

As of June 30, 2016, there remained only one annual installment to amortize the outstanding debt. The debt service requirements in fiscal year 2017 are expected to be \$28,365 in principal payments and \$1,328 in interest payments, totaling \$29,693 in debt service payments.

In accordance with 30-A MRSA, Section 5702, as amended, no municipality shall incur debt for specified purposes in excess of certain percentages of state valuation of such municipality. The Town's outstanding debt at June 30, 2016, of \$59,521 was \$64,597,979 below the Town's statutory debt limit.

Town of Hollis
Notes to the Basic Financial Statements
June 30, 2016

NOTE 6: LONG-TERM DEBT AND CAPITAL LEASE OBLIGATIONS (Continued)

Capital Lease Obligations

The Town's copier lease is classified as a capital lease and will expire in 2018. Annual payments are made in the amount of principal and interest due on debt. Additionally, during the year the Town acquired a truck and financed it with a capital lease obligation that will expire in 2020. However, management has the positive intent and ability to pay off the truck lease balance in fiscal year 2017 and, therefore, the entire balance is classified as a current liability on the financial statements.

The cost of capital assets under capital leases is included in the statement of net position as capital assets and totaled \$44,660 at June 30, 2016. Accumulated amortization of the leased capital asset was \$8,311. Amortization of assets under capital leases is included in depreciation expense.

The total obligation for capital leases at June 30, 2016, is the present value of future minimum lease payments, and is calculated as follows:

Minimum lease payments for:	
Fiscal year 2017	\$ 9,650
Fiscal year 2018	8,309
Fiscal year 2019	7,862
Fiscal year 2020	<u>7,862</u>
Total future minimum lease payments	33,683
Less: Amounts representing interest	<u>2,527</u>
Present value of future minimum lease payments	<u><u>\$ 31,156</u></u>

NOTE 7: OVERLAPPING DEBT

The Town's proportionate share of Maine School Administrative District No. 6's and York County's bonded debt is not reported in the Town's financial statements. Debt service is included in the annual School and County assessments to the Town. The Town's share at June 30, 2016 is: 15.7% (\$2,859,994) of Maine School Administrative District No. 6's outstanding debt of \$18,243,505 and 1.4% (\$89,678) of York County's outstanding debt of \$6,405,567.

NOTE 8: CONTINGENT LIABILITY

State and Federal Grants

The Town participates in state and federal grant programs which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the Town has not complied with the rules and regulations governing the grants, refunds of any money received may be required. In the opinion of the Town, there are no significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants, therefore no provision has been recorded in the accompanying combined basic financial statements for such contingencies.

Litigation

The Town is subject to certain legal proceedings and claims which arise in the ordinary course of conducting its activities. In the opinion of management, the Town has defensible positions and any ultimate liabilities are covered by insurance or will not materially affect the financial position of the Town.

Town of Hollis
Notes to the Basic Financial Statements
June 30, 2016

NOTE 9: SELECTED COMPONENTS OF FUND BALANCE

Selected components of the general fund's fund balance is as of June 30, 2016 as follows:

	<u>Nonspendable</u>	<u>Committed</u>	<u>Assigned</u>
Prepaid expenses	\$ 6,644	\$ -	\$ -
Revaluation reserve	-	200,000	-
Recycling loss reserve	-	20,000	-
Unexpended appropriations carried forward			
General government	-	-	67,761
Recreation department	-	-	8,336
Roads and highway services	-	-	248,894
Emergency services	-	-	7,872
Public services	-	-	15,604
Libraries	-	-	1,000
Budgeted uses of fund balance			
Revaluation and map conversion	-	-	100,000
Town barn repairs	-	-	10,000
Town hall design	-	-	20,000
Town record preservation	-	-	40,000
Emergencies	-	-	100,000
	<u>\$ 6,644</u>	<u>\$ 220,000</u>	<u>\$ 619,467</u>

The general fund's unassigned fund balance as of June 30, 2016, is \$2,254,465.

NOTE 10: PROPERTY TAXES

The Town's property taxes for the current year were committed on September 15, 2015 on the assessed value listed as of the previous April 1st for all real and taxable personal property located in the Town. Assessed values are periodically established by the assessors at 100% of the assumed market value. All real and personal property taxes were due in two installments, 50% on November 4, 2015 and 50% on May 4, 2016. Interest at the rate of 7% per annum was charged on any amounts remaining unpaid after these respective dates. The assessed value for the list of April 1, 2015, upon which the levy for the year ended June 30, 2016 was based, was \$520,043,630.

The following summarizes the levy:

Taxable valuation of real estate	\$ 464,656,763
Taxable valuation of personal property	<u>55,386,867</u>
Total taxable valuation	520,043,630
Property tax rate (per thousand)	<u>11.95</u>
Total property tax levy	<u><u>\$ 6,214,522</u></u>

Town of Hollis
Notes to the Basic Financial Statements
June 30, 2016

NOTE 10: PROPERTY TAXES (Continued)

The tax collection rate is the percentage of net taxes levied that were collected in the current year. This is calculated as follows:

Original property tax levy	\$ 6,214,522
Supplemental and special tax levies	<u>26,060</u>
Total taxes levied	6,240,582
Abatements and adjustments	<u>(7,600)</u>
Net taxes levied	6,232,982
Current year taxes receivable at year end	<u>(190,679)</u>
Total current year tax collections	<u><u>\$ 6,042,303</u></u>
Collection rate	96.9%

Of the total taxes committed for the year ended June 30, 2016, \$1,305,663 was allocated to the Poland Spring TIF under the approved incremental tax levied on the Tax Increment Financing District's "captured assessed value" (see Note 13).

The Town is permitted by the laws of the State of Maine to levy taxes up to 105% of its net budgeted expenditures for the related fiscal period. The amount raised in excess of 100% is referred to as overlay, and amounted to \$115,932 for the year ended June 30, 2016.

Property taxes levied were recorded as receivables at the time of the levy. The taxes collected during the year, and in the first sixty (60) days subsequent to the fiscal year, have been recorded as revenues. The remaining receivables estimated to be collectible subsequent to the sixty (60) day period are recorded as unavailable property taxes.

Tax liens are placed on real property within twelve months following the tax commitment date if taxes are delinquent. The Town has the authority to foreclose on property eighteen months after the filing of the lien if tax liens and associated costs remain unpaid.

Property acquired by foreclosure for nonpayment of taxes is recorded at the amount of expired tax liens plus the costs involved in foreclosure. Liens and any current taxes on the same record are not included as part of the tax acquired property account until expiration of statutory time limits.

NOTE 11: 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, and natural disasters for which the Town either carries commercial insurance or participates in a public entity risk pool. Currently, the Town participates in a public entity risk pool sponsored by the Maine Municipal Association.

Based on coverage provided by the pool, as well as coverage provided by commercial insurance purchased, the Town is not aware of any material, actual or potential claim liabilities which should be recorded at June 30, 2016.

Town of Hollis
Notes to the Basic Financial Statements
June 30, 2016

NOTE 12: OUTSIDE COMPENSATION FUNDS

The Town maintains a workers' compensation fund and an unemployment compensation fund as part of a pool with Maine Municipal Association (MMA). Contributions are made by the Town during the year and are invested by MMA to administer workers compensation and unemployment benefits for the Town, if any. The Town has a positive experience, that is, contributions and income exceed payment of benefits. These plans do not allow for retroactive premium adjustment by the pool and the pool retains the risk of loss. Therefore, these amounts are not part of the Town's basic financial statements.

NOTE 13: TAX INCREMENT FINANCING DISTRICT

The Town was authorized by the Maine Department of Economic and Community Development to establish a Tax Increment Financing District (TIF) in order to capture improvements made within the District and permit Tax Increment financing for the Poland Spring Project. This project encompasses approximately 250 acres of taxable real estate, as well as personal property.

The agreement provides for a portion (85%) of the new tax revenues generated by the increase in assessed value of the District to be captured and designated as TIF revenues. The remaining portion (15%) is retained in the Town's general fund.

TIF revenues are used to offset the costs of financing, building construction, site improvements and the purchase and installation of equipment within the District. Under the Tax Increment Financing District Credit Enhancement Agreement, a percentage of the captured TIF revenues (45% for fiscal year ended June 30, 2016) has been paid to the Company to offset costs of building construction, site improvements, and purchase and installation of equipment. The balance of the captured TIF revenues (55% for fiscal year ended June 30, 2016) has retained in the TIF fund to be used to pay for current year and future expenditures.

NOTE 14: RESTATEMENTS AND RECLASSIFICATIONS

The prior year net position was restated due to the discovery that existing fixed assets had not been included in the statement of net position and that certain other fixed assets had been included that had been previously disposed of. The net effect of the restatement increased the prior year's ending net position by \$148,814.

Additionally, in the current year, certain amounts were reclassified as special revenue funds where, in prior years, they had been accounted for and reported as part of the general fund. There was no net effect on total fund balances as a result of these reclassifications. However, the reclassification reduced the general fund's prior year fund balance by \$228,995 – the total of all fund balances reclassified as special revenue funds.

NOTE 15: SUBSEQUENT EVENTS

In preparing these financial statements, the Town has evaluated events and transactions for potential recognition or disclosure through September 28, 2016, the date the financial statements were available to be issued.

REQUIRED SUPPLEMENTARY INFORMATION

Town of Hollis
 Budgetary Comparison Schedule
 Budget and Actual ▪ General Fund ▪ Budgetary Basis
 For the Year Ended June 30, 2016

Schedule 1

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
Taxes				
Property taxes	\$ 6,344,522	\$ 6,214,522	\$ 6,240,582	\$ 26,060
Excise taxes	725,000	725,000	820,317	95,317
Total taxes	7,069,522	6,939,522	7,060,899	121,377
Intergovernmental				
Municipal revenue sharing	109,704	109,833	117,839	8,006
BETE reimbursements	157,000	153,921	153,921	-
Homestead reimbursements	56,800	58,466	58,317	(149)
Tree growth reimbursements	20,700	20,700	23,244	2,544
Veterans exemption reimbursements	2,100	2,100	1,987	(113)
General assistance reimbursements	-	-	10,637	10,637
MDOT grant	55,800	55,800	51,740	(4,060)
All other intergovernmental	-	-	20,962	20,962
Total intergovernmental	402,104	400,820	438,647	37,827
Fees and Permits				
Code enforcement fees	30,000	30,000	45,711	15,711
Dog fees and animal control	700	700	5,343	4,643
Cable franchise fees	41,500	41,500	39,384	(2,116)
All other fees and permits	-	-	19,460	19,460
Total fees and permits	72,200	72,200	109,898	37,698
Charges for Services				
Recreation department	159,000	159,000	171,945	12,945
Public safety and rescue	110,000	110,000	121,488	11,488
All other charges for services	-	-	3,219	3,219
Total charges for services	269,000	269,000	296,652	27,652
Miscellaneous	61,000	61,000	104,894	43,894
Total Revenues	7,873,826	7,742,542	8,010,990	268,448

See the accompanying notes to the required supplementary information.

Town of Hollis
 Budgetary Comparison Schedule
 Budget and Actual ▪ General Fund ▪ Budgetary Basis
 For the Year Ended June 30, 2016

Schedule 1 (Continued)

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
Expenditures				
General government	\$ 756,282	\$ 830,718	\$ 734,392	\$ 96,326
Recreation department	240,689	242,689	235,777	6,912
Road and highway services	585,695	735,569	486,675	248,894
Emergency services	508,962	529,228	521,356	7,872
Public services	257,500	270,752	254,846	15,906
Libraries	75,626	82,747	80,704	2,043
Education	3,766,606	3,766,606	3,766,606	-
County taxes	225,061	225,061	225,061	-
Overlay	117,216	115,932	7,600	108,332
Other municipal appropriations	13,400	13,400	13,390	10
Non-municipal requests	20,126	20,126	19,126	1,000
Total Expenditures	<u>6,567,163</u>	<u>6,832,828</u>	<u>6,345,533</u>	<u>487,295</u>
Revenue Surplus (Deficit)	1,306,663	909,714	1,665,457	755,743
Other Financing Uses				
Transfers out to TIF fund	1,305,663	1,305,663	1,305,663	-
Transfers out to Community Day fund	1,000	1,000	1,000	-
Total Other Financing Uses	1,306,663	1,306,663	1,306,663	
Budgetary Surplus (Deficit)	<u>\$ -</u>	<u>\$ (396,949)</u>	<u>\$ 358,794</u>	<u>\$ 755,743</u>
Fund Balance Components of Budgetary Surplus (Deficit)				
Nonspendable	\$ -	\$ -	\$ 6,644	
Restricted	-	-	-	
Committed	70,000	70,000	70,000	
Assigned	-	(386,949)	232,518	
Unassigned	(70,000)	(80,000)	49,632	
Total budgetary surplus (deficit)	<u>\$ -</u>	<u>\$ (396,949)</u>	<u>\$ 358,794</u>	

See the accompanying notes to the required supplementary information.

Town of Hollis
Notes to the Required Supplementary Information
June, 30, 2016

NOTE 1: BUDGETARY ACCOUNTING

On an annual basis, the Town adopts an annual budget for the general fund. Formal budgetary integration is employed as a management control device. The budget is prepared on a budgetary basis of account that differs from the modified accrual basis of accounting used to prepare financial statements of the general fund.

NOTE 2: RECONCILIATION OF BUDGETARY BASIS TO GAAP BASIS

A difference exists between the total revenues as reported the Budgetary Comparison Schedule (Schedule 1) and total revenues as reported on the general fund's Statement of Revenues, Expenditures, and Changes in Fund Balance (Statement 5). This is due to Schedule 1 being prepared on a budgetary basis of accounting, whereas Statement 5 is prepared on the modified accrual basis of accounting in accordance with U.S. generally accepted accounting principles (US GAAP).

The difference of \$41,504 between the two statements represents the change in unavailable property taxes from the prior year to the current year. Unavailable property taxes are deferred inflows of resources in the general fund and changes in its balance from one year are charged to revenue in the general fund. They are not, however, contemplated in the annual budget.

OTHER SUPPLEMENTARY INFORMATION

Town of Hollis
 Balance Sheets
 Poland Spring TIF Fund
 As of June 30, 2016 and 2015

Schedule 2

	<u>2016</u>	<u>2015</u>
Assets		
Cash	<u>\$ 2,116,549</u>	<u>\$ 1,512,709</u>
 Liabilities and Fund Balance		
Liabilities		
Due to other funds	77,121	36,872
Fund Balance		
Restricted	<u>2,039,428</u>	<u>1,475,837</u>
 Total Liabilities and Fund Balance	 <u><u>\$ 2,116,549</u></u>	 <u><u>\$ 1,512,709</u></u>

Town of Hollis
Statements of Revenues, Expenditures, and Changes in Fund Balance
Poland Spring TIF Fund
For the Years Ended June 30, 2016 and 2015

Schedule 3

	<u>2016</u>	<u>2015</u>
Revenues		
Interest income	\$ 5,179	\$ 2,317
Expenditures		
Credit enhancement payment	587,548	718,743
Killock Pond Road loan debt service	31,020	32,347
Fire truck purchase	100,000	-
Comprehensive plan updates	9,455	-
Amendment to the TIF agreement	450	-
Other approved district expenditures	<u>18,778</u>	<u>27,503</u>
Total expenditures	<u>747,251</u>	<u>778,593</u>
Revenue Deficit	(742,072)	(776,276)
Other Financing Sources (Uses)		
Transfers in from the general fund	1,305,663	1,306,806
Transfers out to the general fund	<u>-</u>	<u>-</u>
Total other financing sources (uses)	<u>1,305,663</u>	<u>1,306,806</u>
Change in Fund Balance	563,591	530,530
Beginning Fund Balance	<u>1,475,837</u>	<u>945,307</u>
Ending Fund Balance	<u><u>\$ 2,039,428</u></u>	<u><u>\$ 1,475,837</u></u>

Town of Hollis
Combining Balance Sheet
Non-Major Special Revenue Funds
As of June 30, 2016

Schedule 4

	Assets		
	Cash	Due from General Fund	Total Assets
Indian Cellar Fund	\$ 129,760	\$ -	\$ 129,760
Broadcasting Grant Fund	-	16,749	16,749
Community Garden Project Fund	-	1,043	1,043
Park Donations Fund	-	3,717	3,717
Hollis/Buxton Pedestrian Bridge Fund	-	5,100	5,100
Sports Complex Concessions Fund	-	13,731	13,731
Sports Complex Narragansett Grant Fund	-	463	463
Field Maintenance and Signs Fund	-	13,396	13,396
Baseball / Softball Fund	-	4,922	4,922
Memorials Fund	-	95	95
Girls Basketball Fund	-	6,885	6,885
Pepsi Machine Fund	-	1,941	1,941
RALA Grant Fund	-	-	-
FD Training Facility Fund	-	2,765	2,765
FD Donations and Grants Fund	-	3,821	3,821
Salmon Falls Library Discretionary Fund	-	9,881	9,881
Subdivision Admin Fund	-	1,281	1,281
Veterans Graves Fund	-	11,637	11,637
Community Day Fund	-	6,290	6,290
Totals	<u>\$ 129,760</u>	<u>\$ 103,717</u>	<u>\$ 233,477</u>

Town of Hollis
Combining Balance Sheet
Non-Major Special Revenue Funds
As of June 30, 2016

Schedule 4 (Continued)

	Liabilities and Fund Balance			Total
	Accounts Payable	Due to General Fund	Restricted Fund Balance	Liabilities and Fund Balance
Indian Cellar Fund	\$ -	\$ 5,138	\$ 124,622	\$ 129,760
Broadcasting Grant Fund	-	-	16,749	16,749
Community Garden Project Fund	-	-	1,043	1,043
Park Donations Fund	-	-	3,717	3,717
Hollis/Buxton Pedestrian Bridge Fund	-	-	5,100	5,100
Sports Complex Concessions Fund	540	-	13,191	13,731
Sports Complex Narragansett Grant Fund	-	-	463	463
Field Maintenance and Signs Fund	-	-	13,396	13,396
Baseball / Softball Fund	102	-	4,820	4,922
Memorials Fund	-	-	95	95
Girls Basketball Fund	-	-	6,885	6,885
Pepsi Machine Fund	-	-	1,941	1,941
RALA Grant Fund	-	-	-	-
FD Training Facility Fund	-	-	2,765	2,765
FD Donations and Grants Fund	-	-	3,821	3,821
Salmon Falls Library Discretionary Fund	-	-	9,881	9,881
Subdivision Admin Fund	-	-	1,281	1,281
Veterans Graves Fund	-	-	11,637	11,637
Community Day Fund	-	-	6,290	6,290
Totals	<u>\$ 642</u>	<u>\$ 5,138</u>	<u>\$ 227,697</u>	<u>\$ 233,477</u>

Town of Hollis
Combining Statement of Revenues, Expenditures, and Changes in Fund Balance
Non-Major Special Revenue Funds
For the Year Ended June 30, 2016

Schedule 5

	Beginning Fund Balance	Program Revenues	Transfers In (Out)	Program Expenditures	Ending Fund Balance
Indian Cellar	\$ 126,430	\$ 156	\$ -	\$ (1,964)	\$ 124,622
Broadcasting Grant	16,749	-	-	-	16,749
Community Garden	1,043	-	-	-	1,043
Park Donations	3,717	-	-	-	3,717
Pedestrian Bridge	5,100	-	-	-	5,100
Concessions	12,025	8,363	-	(7,197)	13,191
Narragansett Grant	463	-	-	-	463
Field Maintenance	13,096	300	-	-	13,396
Baseball / Softball	(840)	25,618	-	(19,958)	4,820
Memorials	3,441	-	-	(3,346)	95
Girls Basketball	6,113	4,871	-	(4,099)	6,885
Pepsi Machine	1,941	-	-	-	1,941
RALA Grant	1,000	-	-	(1,000)	-
Training Facility	2,948	1,650	-	(1,833)	2,765
FD Donations	3,796	25	-	-	3,821
SF Discretionary	16,038	25	-	(6,182)	9,881
Subdivision Admin	4,298	-	-	(3,017)	1,281
Veterans Graves	11,637	-	-	-	11,637
Community Day	-	7,105	1,000	(1,815)	6,290
Totals	<u>\$ 228,995</u>	<u>\$ 48,113</u>	<u>\$ 1,000</u>	<u>\$ (50,411)</u>	<u>\$ 227,697</u>

Town of Hollis
Combining Statement of Fiduciary Net Position
Private-Purpose Trust Funds
As of June 30, 2016
(With Comparative Totals as of June 30, 2015)

Schedule 6

	Assets	-	Liabilities	=	Net Position
	Cash		Due to General Fund		Total Fiduciary Net Position
Nora Smith Library Fund	\$ 1,097		\$ 58		\$ 1,039
E.A. Hobson Cemetery Fund	549		30		519
H. Hobson Cemetery Fund	549		30		519
G. Eason Cemetery Fund	3,289		174		3,115
S.O. Haley Cemetery Fund	1,097		58		1,039
Elizable A.D. Clark Cemetery Fund	<u>329</u>		<u>18</u>		<u>311</u>
2016 Totals	<u><u>\$ 6,910</u></u>		<u><u>\$ 368</u></u>		<u><u>\$ 6,542</u></u>
2015 Totals	\$ 6,903		\$ 368		\$ 6,535

	Total Fiduciary Net Position Components		
	Trust Principal	+ Accumulated Income	= Total Fiduciary Net Position
Nora Smith Library Fund	\$ 1,000	\$ 39	\$ 1,039
E.A. Hobson Cemetery Fund	500	19	519
H. Hobson Cemetery Fund	500	19	519
G. Eason Cemetery Fund	3,000	115	3,115
S.O. Haley Cemetery Fund	1,000	39	1,039
Elizable A.D. Clark Cemetery Fund	<u>300</u>	<u>11</u>	<u>311</u>
2016 Totals	<u><u>\$ 6,300</u></u>	<u><u>\$ 242</u></u>	<u><u>\$ 6,542</u></u>
2015 Totals	\$ 6,300	\$ 235	\$ 6,535

Town of Hollis
Combining Statement of Changes in Fiduciary Net Position
Private-Purpose Trust Funds
For the Year Ended June 30, 2016
(With Comparative Totals as of June 30, 2015)

Schedule 7

	Beginning Fiduciary Net Position	Interest Income	Program Expenditures	Ending Fiduciary Net Position
Nora Smith Library Fund	\$ 1,038	\$ 1	\$ -	\$ 1,039
E.A. Hobson Cemetery Fund	518	1	-	519
H. Hobson Cemetery Fund	518	1	-	519
G. Eason Cemetery Fund	3,113	3	-	3,116
S.O. Haley Cemetery Fund	1,038	1	-	1,039
Elizable A.D. Clark Cemetery Fund	<u>310</u>	<u>-</u>	<u>-</u>	<u>310</u>
2016 Totals	<u>\$ 6,535</u>	<u>\$ 7</u>	<u>\$ -</u>	<u>\$ 6,542</u>
2015 Totals	\$ 6,556	\$ 2	\$ (23)	\$ 6,535

Town of Hollis
Schedule of Departmental Operations
For the Year Ended June 30, 2016

	Carried Forward from Last Year	Current Year Appropriations	Transfers and Other Adjustments	Total Available for Expenditure	Actual Expenditures	Appropriation Balances		
						Lapsed Appropriations		Carried Forward to Next Year
						Amounts Overdrawn	Amounts Unexpended	
General Government								
Administration	\$ -	\$ 163,734	\$ -	\$ 163,734	\$ 159,281	\$ -	\$ -	\$ 4,453
Broadcasting	-	6,200	-	6,200	5,028	-	-	1,172
Record preservation	-	5,000	-	5,000	4,492	-	508	-
Treasurer	-	44,404	-	44,404	42,901	-	1,503	-
Town clerk	-	42,500	-	42,500	39,823	-	2,677	-
Elections	3,500	16,500	-	20,000	14,133	-	-	5,867
Tax collector	-	54,209	-	54,209	51,193	-	-	3,016
Legal fees	1,773	12,000	-	13,773	2,463	-	-	11,310
Maintenance	-	49,130	-	49,130	39,222	-	-	9,908
Improvements	8,623	60,000	-	68,623	40,639	-	-	27,984
Insurance	-	213,716	-	213,716	194,413	-	19,303	-
FICA withholding	-	63,495	-	63,495	59,810	-	3,685	-
Animal control	-	10,701	-	10,701	12,600	1,899	-	-
Planning board	-	8,000	-	8,000	6,422	-	1,578	-
Budget committee	-	2,600	-	2,600	1,657	-	943	-
Appeals board	-	300	-	300	193	-	107	-
Veterans flags	-	700	-	700	540	-	160	-
Conservation	540	750	-	1,290	192	-	-	1,098
Saco River TV	-	15,493	-	15,493	15,493	-	-	-
Code enforcement	-	46,850	-	46,850	43,897	-	-	2,953
	14,436	816,282	-	830,718	734,392	1,899	30,464	67,761

Town of Hollis
Schedule of Departmental Operations
For the Year Ended June 30, 2016

	Carried Forward from Last Year	Current Year Appropriations	Transfers and Other Adjustments	Total Available for Expenditure	Actual Expenditures	Appropriation Balances		
						Lapsed Appropriations		Carried Forward to Next Year
						Amounts Overdrawn	Amounts Unexpended	
Recreation Department								
Parks and recreation	\$ 1,000	\$ 218,433	\$ -	\$ 219,433	\$ 220,857	\$ 1,424	\$ -	\$ -
Sports complex	1,000	22,256	-	23,256	14,920	-	-	8,336
	2,000	240,689	-	242,689	235,777	1,424	-	8,336
Roads and Highways								
Snow and sanding	-	295,695	-	295,695	279,417	-	-	16,278
Highway	15,595	140,000	-	155,595	146,383	-	-	9,212
Paving	134,279	150,000	-	284,279	60,875	-	-	223,404
	149,874	585,695	-	735,569	486,675	-	-	248,894
Emergency Services								
Fire department	20,266	508,962	-	529,228	521,356	-	-	7,872
Public Services								
Solid waste disposal	-	233,000	-	233,000	221,666	-	-	11,334
General assistance	13,252	10,000	-	23,252	18,982	-	-	4,270
Street lights	-	14,500	-	14,500	14,198	-	302	-
	13,252	257,500	-	270,752	254,846	-	302	15,604
Libraries								
Salmon Falls	7,121	45,626	-	52,747	50,704	-	1,043	1,000
Hollis Center	-	30,000	-	30,000	30,000	-	-	-
	7,121	75,626	-	82,747	80,704	-	1,043	1,000

Town of Hollis
Schedule of Departmental Operations
For the Year Ended June 30, 2016

	Carried Forward from Last Year	Current Year Appropriations	Transfers and Other Adjustments	Total Available for Expenditure	Actual Expenditures	Appropriation Balances		
						Lapsed Appropriations	Amounts Unexpended	Carried Forward to Next Year
						Amounts Overdrawn		
Other Appropriations								
Bar Mills bridge lights	\$ -	\$ 13,400	\$ -	\$ 13,400	\$ 13,390	\$ -	\$ 10	\$ -
Community day transfer	-	1,000	-	1,000	1,000	-	-	-
Non-municipal requests	-	20,126	-	20,126	19,126	-	1,000	-
	-	34,526	-	34,526	33,516	-	1,010	-
Assessments								
Education	-	3,766,606	-	3,766,606	3,766,606	-	-	-
County taxes	-	225,061	-	225,061	225,061	-	-	-
Overlay	-	115,932	-	115,932	7,600	-	108,332	-
TIF transfers	-	1,305,663	-	1,305,663	1,305,663	-	-	-
	-	5,413,262	-	5,413,262	5,304,930	-	108,332	-
Grand Totals	\$ 206,949	\$ 7,932,542	\$ -	\$ 8,139,491	\$ 7,652,196	\$ 3,323	\$ 141,151	\$ 349,467

HOLLIS, MAINE
2016 DELINQUENT PROPERTY TAX
FOR YEAR ENDING JUNE 30, 2016

ANYTIME REALITY, LLC	\$1,131.07 **
ATKINS, KATHRYN	\$2,177.77 *
ATKINSON, PHILIP JR., HEIRS/ATKINSON GORDON PHILIP	\$436.37 **
AVERILL, MICHELLE B.	\$2,191.39 **
BAKER, ROBERT G	\$2,301.69
BEAULIEU, JASON E./MICHELLE ELIZABETH	\$745.20 **
BEAULIEU, JR., GERARD PHILIP/ELISSA KATHRYN	\$562.85 **
BENTON, CA CRALERNLENE R.	\$1,223.08 **
BENTON, IRVING/CARLENE	\$658.82
BERUBE, JEREMIAH	\$3,023.95 **
BICKFORD, JILL L.	\$1,897.54 **
BOGDHANN, KATHERINE L./JOHN P.	\$2,475.20
BRADBURY, JOAN	\$119.44 **
BRADBURY, JOAN M.	\$3,161.61 **
BRADBURY, JOAN M.	\$52.34 **
BRADBURY, JOAN M.	\$812.00 **
BRADBURY, JOAN M.	\$792.70 **
BROWN, BARRY	\$323.85 **
BRUCE,DAVID R./HIGHT, MATTHEW R.	\$59.90 **
BRUCE,DAVID R./HIGHT, MATTHEW R.	\$123.37 **
BUBAR, CHRISTOPHER E.	\$140.75 **
BUREAU, MARK A.	\$206.61 **
BURNELL, STEVEN A./SARAH J.	\$296.00
BURNS, CHRISTINE	\$250.23 **
BUTLER, CHARLES W./BONNIE	\$1,884.16 *
BUTLER, GLEN	\$763.37
CALVERT, RICHARD/ MICHELLE	\$885.85 **
CAMPBELL, JR., JOHN E./GEORGIA M.	\$1,484.31
CAMPBELL, SHAUN	\$2,287.89
CARRIER, MAURICE	\$344.46 **
CASSETTE, ROBERT L. SR/PHILIP M.	\$13.30 **
COHEN, MAURICE S.	\$708.16
COLBURN, CHRISTOPHER	\$488.99 **
COUNTRY PROPERTIES OF MAINE INC	\$1,167.87 **
COUNTRY PROPERTIES OF MAINE INC	\$105.03 **
CROSSMAN, ERICA	\$2,736.31 **
DANEY, NANCY E.	\$1,494.69 **
DANEY, NANCY E.	\$957.02 **
DATSON, BRADD L./BOULTER-DATSON, CATHY	\$2,265.72 **
DAVIS, JEREMY/MESERVE,AMY	\$157.80 **
DAY, IRENE C/O LINDA DAY	\$1,432.33 **

HOLLIS, MAINE
2016 DELINQUENT PROPERTY TAX
FOR YEAR ENDING JUNE 30, 2016 (CONT.)

DECKER, GINGER M.	\$289.87 **
DOUGLASS, MARIA	\$225.49 **
DRUMMOND, SAMUEL D./LORA J.	\$3,560.52 **
DUNN, ALICE L.	\$508.25
EASTBROOK TIMBER CO., INC	\$778.78 *
EMPY, CAROLYN	\$618.33
FAULKNER, HEIDI E.	\$670.63 **
FEENEY, FRANCIS R./MELISSA	\$1,456.47
FINLAY, KEITH	\$2,209.07 **
FISHER, JAMES O.	\$1,210.54
FOGLIO, DOUGLAS	\$2,267.87
GARDNER, MARGUERITE LIFE ESTATE/GARDNER BETH	\$1,541.67
GARRIGAN, JR. GEORGE/SHIRLEY	\$435.75 **
GOAN, JOHN H./JEAN A.	\$349.55 **
GOODWIN, DORIS, HEIRS	\$325.40
GRASS, CINDY J./BRENT M.	\$303.83 **
GREEN, DANIEL A.R./SONIA M.	\$1,174.14
GREEN, RONALD L./A.HELEN	\$647.69 **
GROSS, GLENN	\$59.83 **
GUFFEY, DANIEL PAUL	\$872.83 *
HANSON, DONNA MARIE	\$253.84 **
HARRIS, WILLIAM E./ ANGELA R	\$20.53 **
HARTLEY, JR, GERALD S./MARGARET E	\$935.86 **
HARTMAN, VERONICA E	\$2,693.22
HARTMAN, VERONICA E	\$81.57 *
HEANEY, SUSAN J.	\$1,990.51
HEATH, CHESTER	\$286.08 *
HEATH, DAVID A./ KELLY C.	\$1,575.25 **
HEBERT, BECKY	\$492.22
HERTEL FAMILY LLC	\$1,261.20 **
HERTEL FAMILY LLC	\$789.54 **
HERTEL FAMILY LLC	\$382.76 **
HERTEL FAMILY LLC	\$382.76 **
HERTEL FAMILY LLC	\$382.76 **
HERTEL FAMILY LLC	\$382.76 **
HERTEL FAMILY LLC	\$382.76 **
HERTEL FAMILY LLC	\$382.76 **
HERTEL FAMILY LLC	\$382.76 **
HERTEL FAMILY LLC	\$382.76 **
HERTEL FAMILY LLC	\$382.76 **
HERTEL FAMILY LLC	\$382.76 **

HOLLIS, MAINE
2016 DELINQUENT PROPERTY TAX
FOR YEAR ENDING JUNE 30, 2016 (CONT.)

HERTEL FAMILY LLC	\$382.76 **
HERTEL FAMILY LLC	\$382.76 **
HERTEL FAMILY LLC	\$382.76 **
HERTEL FAMILY LLC	\$382.76 **
HERTEL, JR VAN E	\$955.64 **
HERTEL, LORA C	\$948.83 **
HERTEL, LORA C	\$557.47 **
HERTEL, LORA C	\$577.90 **
HERTEL, LORA C.	\$1,048.97 **
HERTEL, SR, VAN E	\$278.73 **
HERTEL, VAN E	\$1,228.10 **
HERTEL, VAN E, JR	\$2,513.35 **
HERTEL, VANE E., SR	\$1,129.51 **
HEWARD, MALA J./ALBERT III	\$1,213.64 **
HILLOCK, DAVID M./LISA M	\$1,473.85 **
HILLOCK, PAMELA R	\$1,659.14
HILTON, RICHARD HARRY	\$283.57
HOFFMAN, CARRIE	\$284.98 **
HOME DEALS OF MAINE, LLC	\$567.74 **
HUNT, RHONDA L./RICHARD C.	\$1,103.22 *
HURTUBISE, JR., ROLAND W	\$475.17 **
JW GROUP, LLC	\$152.57 **
JELLISON, DIANE M	\$1,712.99 **
JOHNSON, EDWARD C. JR/STEVENS, FARRAH D.	\$1,583.82 **
JOHNSON, MELODIE	\$742.51 **
JOY, GARY	\$158.60
KEENE, REBECCA J.	\$764.56 **
KILBRIDE-JOHNSON, JAMES/CYNTHIA L	\$456.13
KILBRIDE-JOHNSON, JAMES	\$58.07
KILBRIDE-JOHNSON, JAMES	\$164.79
KILBRIDE-JOHNSON, JAMES	\$148.78 **
KIMBALL, ERNEST F., JR	\$212.95 **
KIRBY, ROBERT	\$375.94 **
KNIGHT, JR., MELVILLE B., HEIRS	\$139.31 **
KNIGHT, JR., MELVILLE B., HEIRS	\$248.26 **
LACOURSE, CATHERINE M./GOODSON, DEVAN M. & DANIEL A.	\$435.34 **
LAFRENIERE, STEPHEN M.	\$831.96 *
LANDRY, JOANNE V.	\$1,766.45 *
LEWIS, SHIRLEY J.	\$1,822.73 *
LIBBEY, GREGORY / NANCY	\$43.32 **
LIBBEY, NANCY L.	\$160.19 **

HOLLIS, MAINE
2016 DELINQUENT PROPERTY TAX
FOR YEAR ENDING JUNE 30, 2016 (CONT.)

LIBBY, MARGARET C./DEPETER, JERRY & PATRICIA	\$577.19
LIBBY, PAULA L.	\$437.07 **
MARCOTTE, RAYMOND / GAYLE	\$21.72 **
MAREAN, CHRISTOPHER C.	\$2,437.44 **
MARTINEAU, JEANNETTE M./TUCKER, RICHARD A.	\$1,561.39 *
MATTHEWS, TANYA M.	\$88.19 **
MCGARRY, JR., JOHN F./SALLY R.	\$24.56 **
MCLEOD, EDWIN J.	\$2,541.88
MCNALLY LAND DEVELOPMENT, INC	\$577.90 **
MCNALLY LAND DEVELOPMENT, INC	\$573.36 **
MECAP, LLC	\$6,341.87 *
MELLEN, BARRY / ROBIN	\$1,546.45
MICHELSON, ERIC M./VANESSA R.	\$823.26 **
MITCHELL, SHIRLEY A., HEIRS	\$717.06 **
MOORE, ALBERT E., JR., HEIRS	\$1,121.75 **
MORRISON, GEORGE W.	\$303.65 **
MUEHLHAUSEN. MARY P.	\$2,143.35
PALMER, DONALD / FRENCH, BARBARA	\$219.16 *
PANCOAST, DAVID / PRISCILLA	\$401.40 **
PARKER, AARON; WALKER, STACIE; DATSON, BRUCE; DATSON BRADD	\$450.52 **
PATTERSON, GEORGE A./NANCY K.	\$1,818.86 **
PINET, JAMES	\$2,055.52 **
PLUMMER ASSOCIATES	\$704.81 **
POLLEY, JOHN / WOOD, MARGARET	\$30.17 **
POOLE, CARL	\$1,431.13 *
POTTLE, SCOTT A.	\$490.91 **
REMINGTON, SR., RAYMOND D.	\$159.48 **
REYNOLDS, DANIEL T.	\$117.71 **
ROBERTS, DANIEL W., JR	\$1,288.81
ROE, DALE / ROY, BETTY M.	\$42.42 *
ROLLINS, ERIC-TRUSTEE / SNOW SANDRA-TRUSTEE	\$4,980.16 **
ROLLINS, ERIC V.	\$411.56 **
ROMPREY, RITA M.	\$973.57 **
ROY, CHRISTOPHER	\$358.41 *
RUMERY, THOMAS M. / CAROL ANN	\$1,490.88 **
RYAN, STACY E.	\$1,901.42 **
SALEVSKY, GEORGE H. HEIRS	\$2,954.52
SAULNIER, JAMES	\$568.82 **
SEAL, ALFRED JR./ MICHELLE L.	\$2,260.22
SEVERANCE, SANDRA L.	\$798.35
SEVERANCE, SANDRA L.	\$924.15 **

**HOLLIS, MAINE
2016 DELINQUENT PROPERTY TAX
FOR YEAR ENDING JUNE 30, 2016 (CONT.)**

SHAW, TRISHA A. / STURGIS, CHAD E.	\$1,096.77 **
SHAY, PENNY / THOMAS	\$508.17 *
SHAY, PENNY / THOMAS	\$811.64 **
SHAY, PENNY / THOMAS	\$575.56 **
SILVER, DEBRA V.	\$1,325.42 **
SINENI, ANTHONY J.	\$861.36
SMITH, EDITH	\$49.00 **
STEVENSON, GARY	\$2,559.93 **
STILPHEN, MARGARY L.	\$1,501.64 *
TARBOX, MELISSA A./BELANGER, KEVIN B.	\$3,559.64 **
TARDIF, MARGARET C./MARC R.	\$4,978.61
TEA HOUSE ANTIQUE REPRODUCTION	\$3.54 **
THIBODEAU, CAROLYN	\$232.15 **
TIBBETTS, THERESA M.	\$529.61 **
TILTON, DAWN M.	\$838.31 *
TRAMMELL, KELLI L.	\$784.52 *
VAIL, DANIEL W./BRENDA	\$1,637.39 **
VALLIERE, COLLEEN JANE	\$1,936.43 **
VETRONE, DONNA	\$2,497.07
WALKER, EDNA	\$1,472.84 **
WALKER, EDNA	\$477.76 **
WESCOTT, MICHAEL	\$1,175.04 **
WHITEHOUSE, ALICE M	\$1,260.13 **
WHITTIER, CHESTER G./MADELINE L.	\$1,501.64
WILLIAMS, PAULA R./WINFRIED W.	\$211.81 **
WILLIAMS, PAULA R./WINFRIED W.	\$1,224.51 **
WINLING, RICK G./KIM L.	\$209.15 **
ZUKOWSKI, LYNN	\$233.02 *

PERSONAL PROPERTY TAXES

TITLE 36 SECTION 601. PERSONAL PROPERTY:DEFINED

PERSONAL PROPERTY FOR THE PURPOSE OF TAXATION INCLUDES ALL TANGIBLE GOODS AND CHATTELS WHEREVER THEY ARE AND ALL VESSELS AT HOME AND ABROAD

TITLE 36 SECTION 603.

ALL PERSONAL PROPERTY EMPLOYED IN TRADE IN THE ERECTION OF BUILDINGS OR VESSELS IN MECHANIC ARTS SHALL BE TAXED IN THE PLACE WHERE SO EMPLOYED EXCEPT AS OTHERWISE PROVIDED IN THIS SECTION

HOLLIS, MAINE
2016 DELINQUENT PROPERTY TAX
FOR YEAR ENDING JUNE 30, 2016 (CONT.)

TITLE 36 SECTION 706.

BEFORE MAKING ASSESSMENT, THE CHIEF ASSESSOR OF A PRIMARY ASSESSING AREA MAY GIVE REASONABLE NOTICE IN WRITING TO ALL PERSONS LIABLE FOR TAXATION IN THE MUNICIPALITY TO FURNISH THE ASSESSOR A TRUE AND PERFECT LIST OF ALL THEIR ESTATES, NOT BY LAW EXEMPT FROM TAXATION, WHICH THEY POSSESSED ON THE FIRST DAY OF APRIL OF THE SAME YEAR.

2016 DELINQUENT PERSONAL PROPERTY FOR YEAR ENDING JUNE 30, 2016

AT&T MOBILITY LLC	\$70.68 **
BEAULIEU, JASON DBA JASONS AUTO SERVICE	\$335.21
DYER, BRADFORD DBA B.H. DYER CONSTRUCTION	\$56.64
MECAP, LLC DBA STATION HOUSE/SMOKING BLUES GRILL	\$1,262.54
PAQUETTE, CHRISTOPHER/TERRI	\$537.53
PRO-TURF HANSON TROY	\$288.29 *

UPDATED APRIL 6, 2017

* Denotes partial tax payment has been received

** Denotes full tax payment for that tax year has been received

WARRANT FOR THE HOLLIS ANNUAL TOWN MEETING

JUNE 13, 2017

Fiscal year July 1, 2017-June 30, 2018

STATE OF MAINE

COUNTY OF YORK

To: Kaden Flynn, a constable in the Town of Hollis in the County of York, State of Maine.

Greetings:

In the name of the State of Maine, you are hereby requested to notify and warn the inhabitants in said town of Hollis qualified to vote in town affairs to meet at the Hollis Fire Station, 405 Plains Road, in said Town of Hollis on Tuesday, the Thirteenth day of June A.D. 2017 (June 13, 2017) at 6:45a.m. in the morning to act on **Article 1**. The polls will open at 7:00a.m. (seven o'clock in the forenoon) and close at 8:00p.m. (eight o'clock in the evening) to act on **Article 2 through 47** all secret ballot voting.

Article 1: To elect a moderator by written ballot to preside at said meeting.

Article 2: To choose the necessary town officials;

One Select Board / Overseer of the Poor (3 year term)

One Town Clerk (3 year term)

Two Budget Committee Members (each for a 3 year term).

Article 3: Shall the Town vote to raise, appropriate and expend up to **\$932,610**. for General Government Operations?

	Budget 2016-2017	Budget 2017-2018
100 Administration	\$ 126,990	\$ 157,001
101 Broadcasting	\$ 4,200	\$ 8,115
103 Treasurer	\$ 46,293	\$ 50,949
104 Town Clerk	\$ 45,193	\$ 50,135
105 Elections	\$ 19,445	\$ 26,945
106 Tax Collector	\$ 56,935	\$ 58,250
107 Assessor	\$ 57,985	\$ 61,750
150 Legal Fees	\$ 8,000	\$ 10,000
400 Operations & Management	\$ 49,076	\$ 61,580
1300 Insurance	\$ 225,098	\$ 253,318
1600 FICA (withholding)	\$ 65,602	\$ 75,691
1800 Animal Control	\$ 12,472	\$ 13,015
2200 Planning Board	\$ 10,092	\$ 12,388
2205 Budget Committee	\$ 2,200	\$ 2,200
2210 Appeals Board	\$ 400	\$ 1,873
2350 Community Clothing Closet	\$ 0	\$ 2,000
2298 Veteran's Flags	\$ 700	\$ 700
2370 Conservation Commission	\$ 600	\$ 600
2400 Saco River TV	\$ 15,290	\$ 15,000
2500 Code Enforcement	<u>\$ 46,050</u>	<u>\$ 71,100</u>
	\$ 792,621	\$ 932,610

Select Board Recommend

Budget Committee Recommend

Article 4: Shall the Town vote to raise, appropriate and expend up to **\$302,360** for the Recreation Department?

	16-17 Budget	17-18 Budget
1200 Hollis Recreation Department	\$ 232,000	\$ 258,966
1219 Sports Complex	<u>\$ 23,650</u>	<u>\$ 43,394</u>
	\$ 255,650	\$ 302,360

Select Board Recommend

Budget Committee Recommend

Article 5: Shall the Town vote to raise, appropriate and expend up to **\$434,000** for Snow & Sanding Services?

	16-17 Budget	17-18 Budget
500 Snow & Sanding	\$ 310,113	\$ 434,000

Select Board Recommend

Budget Committee Recommend

Article 6: Shall the Town vote to raise, appropriate and expend up to **\$297,205** for Road & Highway Services?

	16-17 Budget	17-18 Budget
600 Highway	\$ 140,000	\$ 147,205
601 Paving	<u>\$ 150,000</u>	<u>\$ 150,000</u>
	\$ 290,000	\$ 297,205

Select Board Recommend

Budget Committee Recommend

Article 7: Shall the Town vote to raise, appropriate and expend up to **\$530,713** for Emergency Services provided by the Hollis Municipal Fire Department?

	16-17 Budget	17-18 Budget
300 Emergency Services	\$ 510,000	\$ 530,713

Select Board Recommend

Budget Committee Recommend

Article 8: Shall the Town vote to raise, appropriate and expend up to **\$15,000** for General Assistance?

	16-17 Budget	17-18 Budget
1000 General Assistance	\$ 6,600	\$ 15,000

Select Board Recommend

Budget Committee Recommend

Article 9: Shall the Town vote to raise, appropriate and expend up to **\$254,950** for Public Services?

	16-17 Budget	17-18 Budget
900 Solid Waste Disposal	\$ 231,000	\$2 40,200
2000 Street Lights	<u>\$ 14,500</u>	<u>\$ 14,750</u>
	\$ 245,500	\$ 254,950

Select Board Recommend

Budget Committee Recommend

Article 10: Shall the town vote to raise, appropriate and expend up to **\$83,093** for Hollis Libraries?

	16-17 Budget	17-18 Budget
800 Salmon Falls Library	\$ 45,128	\$ 48,093
810 Hollis Center Library	\$ 29,000	\$ 35,000
	\$ 74,128	\$ 83,093

Select Board Recommend

Budget Committee Recommend

Article 11: Shall the Town vote to raise, appropriate and expend up to **\$21,206** for the following nonmunicipal requests?

	16-17 Budget	17-18 Budget
2299 York County Shelters	\$ 700	\$ 700
2300 Visiting Nurse Service	\$ 1,850	\$ 1,850
2301 York County Com. Action	\$ 3,400	\$ 3,400
2302 Leavitt's Mills Health Care	\$ 1,800	\$ 1,800
2303 Kids Free to Grow	\$ 500	\$ 500
2304 Caring Unlimited	\$ 1,281	\$ 1,281
2305 Maine Behavioral Health	\$ 400	\$ 500
2306 Day One Inc.	\$ 500	\$ 500
2307 So. Maine Agency on Aging	\$ 2,750	\$ 2,800
2310 Cub Scouts	\$ 700	\$ 700
2312 Boy Scouts	\$ 600	\$ 700
2314 Red Cross	\$ 300	\$ 500
2315 Buxton- Hollis Historical	\$ 500	\$ 1,000
2317 VNA Home Health	\$ 250	\$ 125
2318 Maine Public Broadcasting	\$ 100	\$ 50
2319 York County Food Rescue	\$ 1,000	\$ 1,000
2320 Saco River Corridor Comm.	\$ 300	\$ 300
2321 Saco River Theater	\$ 200	\$ 200
2322 Sexual Assault Response Services	\$ 1,000	\$ 1,000
2323 Ladawn Therapeutic Riding	\$ 0	\$ 1,500
2324 Girl Scout troop #626	\$ 0	\$ 200
2325 Girl Scout Troup #418	\$ 0	\$ 200
2326 Girl Scout Troop # 1999	\$ 0	\$ 200
2327 Girl Scout Troup #2221	\$ 0	\$ 200
	\$ 18,131	\$ 21,206

Select Board Recommend

Budget Committee Recommend

Article 12: Shall the Town vote to authorize the Select Board and Tax Collector to:

1. Charge Interest on unpaid taxes, determine the rate thereon, set the due date for taxes, and to set the date on which interest shall commence. (Tax Collector charging interest at a rate of 7% per annum, that taxes be due and payable in two (2) payments. The first due on November 1, 2017 and the second on May 2, 2018 with interest commencing on the first half on November 2, 2017 and the second half on May 3, 2018)
2. Accept prepayment of taxes
3. Set the interest rate to be paid by the Town on the refunded overpayment of Taxes for the 2017-2018 Fiscal year set at 3% as recommended by the Tax Collector & Select Board and
4. Apply all tax payments to the oldest outstanding taxes first?

Article 13: Shall the Town vote to authorize the Select Board acting as the Sports Complex Committee to annually:

1. Accept and expend private donations and/or grants to complete approved projects and continue the ongoing maintenance at the Sports Complex grounds with donations being kept in a protected account to be carried forward annually: and
2. Set, charge and expend rental fees and retain these fees in a protected account derived from the rental of the Sports Complex Fields to help offset the maintenance costs to be carried forward annually and this authorization shall continue in effect until repealed or rescinded by the Town vote ?

Article 14: Shall the town vote to adopt the Citizen's Petition Ordinance titled, Establish a 5 Member SelectBoard- Town Administrator Form of Government.

Article 15: Shall the Town authorize the Select Board to spend up to \$65,000 of funds from the undersigned Fund Account, which will not affect the Tax levied funding, to fund the transition from the existing form of government to a 5 member Select Board- Town Administrator Government SUBMITTED by Citizen's Petition.

Select Board Not Recommend

Budget Committee Recommend

Article 16: Shall the Town vote to authorize the Appeals Board to expend revenues from applicants fees to offset all processing costs by the Appeals Board during the process of each application, and this authorization shall continue in effect until repealed or rescinded by Town Vote?

Article 17: Shall the Town vote to adopt and enact the Ordinance titled: Ordinance to Prohibit Growing, Cultivating, Selling and Retail Marijuana Social Clubs in the Town of Hollis, Maine?

Article 18: Shall the Town vote to dissolve the Hollis Budget Committee by repealing the Budget Committee Ordinance to be effective July 1, 2017 and replace it with a five (5) member Finance Committee appointed by the Select Board as required by a previous town vote?

Article 19: Shall the Town vote to authorize the Select Board to annually spend up to \$200,000 from Undesignated Funds, as they deem necessary, to fund and meet unanticipated expenses and /or emergencies that may occur, with the unanimous vote of the Select Board and approval of the Budget Committee or the proposed Finance Committee for each occurrence?

Select Board Recommend

Budget Committee Recommend

Article 20: Shall the Town vote to authorize the Select Board to secure a \$3 million dollar bond to repair/upgrade Sand Pond Road, Salmon Falls Road, Deerwander Road, Upper Tarbox Road and Bear Hill Road, in the Town of Hollis?

Municipal Treasurer's Financial Statement
Municipality of Hollis

1. Total Town Indebtedness.

A. Bonds Outstanding and unpaid	\$0
B. Bonds authorized and unissued:	\$0
C. Bonds to be issued if this question is approved:	\$ 3,000,000

2. Costs

At an estimated maximum interest rate of 5% the estimated costs of this bond issue will be \$1,200,000 at 15 years.

Principal	\$3,000,000
Interest	\$1,200,000
Total Debt Service	\$4,200,000

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

____s/Diane Meserve (signature on file)____
Diane Meserve, Treasurer Town of Hollis

Select Board Recommend

Budget Committee Not Recommend

Article 21: Shall the Town authorize the Select Board to annually spend up to \$200,000 from the TIF, as they deem advisable, to fund and meet unanticipated expenses and/or emergencies that may occur, with the unanimous vote of the Select Board and approval of the Budget Committee or proposed Finance Committee for each occurrence?

Select Board Recommend

Budget Committee Recommend

Article 22: Shall the Town authorize the Select Board to spend up to \$450,000 from the Undesignated Fund Balance for Phase 2 renovation of the Hollis Community/Recreation Building?

Select Board Recommend

Budget Committee Recommend

Article 23: Shall the Town vote to require all Town Elected Officials to comply with all Town Policies?

Article 24: Shall the Town vote to authorize the Select Board to spend up to \$45,000 from the Undesignated Funds to perform surveys on potential land sites, further development, scope and design for a New Town Complex?

Select Board Recommend

Budget Committee Recommend

Article 25: Shall the Town vote to authorize the Select Board to dispose, sell, convey or negotiate the disposal of Town owned property that is surplus, outdated or unusable, exclusive of real estate, and this authorization shall continue in effect until repealed or rescinded by Town vote?

Article 26: Shall the Town vote to authorize the Select Board to spend up to \$6,000 from the Undesignated Funds to replace/repair the HOLLIS Town signs at the various roads entering in the town?

Select Board Recommend

Budget Committee Recommend.

Article 27: Shall the Town vote to appropriate the State Snowmobile Registration Funds and distribute them annually to the Hollis Snowmobile Clubs for the purpose of maintaining Hollis snowmobile trails, and this authorization shall continue in effect until repealed or rescinded by the Town?

Select Board Recommend

Article 28: Shall the Town vote to authorize the Planning Board to expend applicant's fees to offset all costs incurred by the Planning Board during the process of each application, and this authorization shall continue in effect until repealed or rescinded by Town Vote?

Article 29: Shall the Town vote to authorize the Select Board to accept or reject any future grants that may be offered to the Town and authorize the Select Board to expend these funds, as long as they are in compliance with the requirements of the grant, and this authorization shall continue in effect until repealed or rescinded by the Town vote?

Select Board Recommend

Article 30: Shall the Town vote to authorize the Select Board to appropriate from the Hollis Rescue Subscription Program 7% of fees collected to be paid for the medical billing services rendered, and this authorization shall continue in effect until repealed or rescinded by Town Vote?

Select Board Recommend

Article 31: Shall the Town vote to accept and authorize the Select Board along with the appropriate Department Head, if applicable to utilize any funds received as the result of an insurance claim, along with funds received and/or credit issued for damaged equipment to replace said equipment and this authorization shall continue in effect until repealed or rescinded by Town vote?

Article 32: Shall the town vote to authorize the Select Board to accept Rescue Subscription fees from Hollis residents and credit the fees to the Hollis Rescue Subscription account; and periodically transfer from the Rescue Subscription Revenue Account such sums as may be necessary to pay the balances due on Hollis Rescue invoices rendered to subscribers not covered by the subscriber's personal insurance, and this authorization shall continue in effect until repealed or rescinded by Town vote?

Article 33: Shall the Town vote to authorize the Select Board to accept and expend gifts or monies designated for the Hollis Christmas Fund and/ or other local charitable assistance programs and further to authorize the Select Board's appointed designee to purchase and distribute accepted gifts or monies for persons in need within the Town of Hollis, and this authorization shall continue in effect until repealed or rescinded by Town vote?

Article 34: Shall the Town vote to accept and apply estimated and anticipated revenues and reimbursements to the 2017-2018 Tax Commitment in the amount of **\$1,933,303.71**?

Anticipated Revenues	2016-2017	2017-2018
MDOT Block Grant	\$ 55,800	\$ 51,492
Code Enforcement Grant	\$ 30,000	\$ 80,000
Dog Fees	\$ 700	\$ 2,000
Excise Tax	\$ 725,000	\$ 810,000
Rescue Fees	\$ 110,000	\$ 120,000
Parks & Recreation Fees	\$ 159,000	\$ 180,000
Misc. Rev & Reimbursements	\$ 61,000	\$ 80,000
BETE Reimbursements	\$ 157,000	\$ 300,000
Homestead Reimbursements	\$ 56,800	\$ 116,000
Tree Growth Reimbursements	\$ 20,700	\$ 23,000
Veteran's Exemption Reimbursements	\$ 2,100	\$ 2,000
State Revenue Sharing	\$ 109,704	\$ 128,811.71
Cable Franchise Fees	\$ 411,500	\$ 40,000
	\$1,529,304	\$1,933,303.71

Select Board Recommend

Article 35: Shall the Town increase the property tax levy limit of \$979,506 established by State Law in the event that the municipal budget approved under the preceding articles results in a tax commitment that is greater than this property limit?

Select Board Recommend

Budget Committee Recommend

Article 36: Shall the Town vote to add (in bold) the following item to the Hollis Zoning Ordinance as follows?

Article 1 Section 1.3.5 – All Permits: “No permits shall be issued to any parcel or applicant that has any known unresolved violations.”

Article 37: Shall the Town vote to clarify the language in the Hollis Zoning Ordinance Definitions under article 2, section 2.2 (additions are in **bold**, deletions are ~~striketrough~~) as follows?

“Auto Service Station, **major**: ~~> two (2) two (2) or more~~ Service Islands: a major business selling gasoline, diesel or propane fuel, with ~~more than two (2) two (2) or more~~ pump islands or with a capacity to fuel more than six (6) vehicles simultaneously and/or providing repair services including, but not limited to, tune-ups, engine repair, brake work, muffler replacement, tire repair or similar activities.”

“Auto Service Station, **minor**: one (1) Service Island: a minor business selling gasoline, diesel or propane fuel with not more than one (1) pump island, provided that no more than a total of six (6) vehicles may be fueled simultaneously. Repair services including but not limited to tune-ups, engine repair, brake work, muffler replacement, tire repair, or similar activities shall be permitted provided that there shall be no more than two (2) service bays.”

Article 38: Shall the Town vote to clarify the Hollis Zoning Ordinance the definitions (additions are in **bold**, deletions are ~~strikethrough~~) as follows?

Economic Development Overlay Zone (EDZ) (**EOZ, aka Economic Development Overlay Zone, or EDZ**); this zone provides areas within the Town of Hollis for manufacturing as well as wholesale and retail distribution of products and services and to provide standards for these uses which will produce a healthy, safe environment for the economic well-being of the municipality. This includes land which abuts major arterial highways in the Town of Hollis. Care is taken within the Economic Development Overlay Zone to prevent over-development that might create unsafe traffic, septic conditions or endanger fresh water supplies.

Article 39: Shall the Town vote to update the language in the Hollis Zoning Ordinance Article 3: Administration, Section 3, And Subsection 3.3 to clarify that all permits require a payment of a fee (additions are in **bold**, deletions are ~~strikethrough~~) as follows?

Fees -No ~~building~~ permit shall be issued without payment of a fee, according to the schedule to be established each calendar year by the Hollis ~~Board of Selectman~~ **Select Board**.

Article 40: Shall the Town vote to clarify in the Hollis Zoning Ordinance the definitions (additions are in **bold**, deletions are ~~strikethrough~~) as follows?

Driveway: a ~~vehicular access way~~ **road** serving two dwelling units or less.

Road: a route or track consisting of a bed of exposed mineral soil, gravel, asphalt, or other surfacing material, constructed for or created by, the repeated passage of vehicles. **A driveway is considered a road.**

Article 6 PERFORMANCE STANDARDS 6.24. Roads, 6.24.1. General The purpose of this Section is to set down standards for the building and improving of substandard roads or roads to back lots providing access to dwelling units. In this subsection, "Road" shall mean any public way, **driveway**, or private road providing access to dwelling units, which must meet the Town's standards for preparation, sub-base, base (as specified in the Hollis Subdivision Review Standards). For the purpose of this Section, the traveled surface need not be paved.

Article 41: Shall the Town vote to add language to Hollis Zoning Ordinance, Article 3 Administration, Section 3, Building or Use Permit, Subsection 3.2.3 (additions are in **bold**) as follows?

No building permit for a building or structure on any lot shall be issued to the owner of record thereof, or his authorized agent, until the proposed construction or alteration of a building or structure shall comply in all respects with the provisions of this Ordinance or with a decision rendered by the Board of Appeals or the Planning Board. Any application for such a permit shall be accompanied by a plan, accurately drawn to scale, showing the actual shape and dimensions of the lot to be built upon, an on-site soils survey in accord with the Maine State Plumbing Code, Part II, the exact location and size of all buildings or structures already on the lot, the location of new buildings to be constructed, together with the lines within which all buildings and structures are to be constructed, the existing and intended use of each building or structure, **a copy of the deed**, and such other information as may be necessary to provide for the execution and enforcement of this Ordinance.

Article 42: Shall the Town vote to update the language in Hollis Zoning Ordinance Article 3: Administration, Section 3, Building or Use Permit, Subsection 3.2.5 to be compliant with Hollis Building Code (additions are in **bold**, deletions are ~~strikethrough~~) as follows?

A building permit secured under the provisions of this Ordinance shall expire ~~if the work or change is not commenced within one (1) year of the date on which the permit is granted, and if the work or change is not substantially completed within two (2) years of the date on which the permit is granted~~ **according to the time frame set forth in the Hollis Building Code.**

Article 43: Shall the Town vote to update the language in the Hollis Zoning Ordinance Article 3: Administration, Section 3, and Subsection 3.6 Fines, to be compliant with current Maine State Statutes fines (additions are in **bold**, deletions are ~~strikethrough~~) as follows?

Any person, firm or corporation being the owner of or having control or use of any building or premises who violates any of the provisions of this Ordinance, shall be guilty of a misdemeanor and on conviction shall be fined ~~not less than \$50.00 nor more than \$100.00~~ **not less than \$100.00 nor more than \$2,500.00.** Each day such a violation is permitted to exist after notification shall constitute a separate offense.

Article 44: Shall the Town vote to update the language that is already in effect in the Hollis Zoning Ordinance Article 5. Land Use Requirements, Section 5.12. Economic Overlay Zone (EOZ), Subsection 5.12.1 Purpose adding one sentence to the end of the paragraph as follows?

“The relaxation of Space and Bulk Requirements shall not apply to residential uses or residential developments.”

Article 45: Shall the Town vote to update the Hollis Zoning Ordinance 5.12.3 Zone Boundaries (additions are **bold**, deleted are ~~strikethrough~~) as follows?

The Economic Overlay Zone will include those lots with Frontage, as required by the underlying zone, on the following roads: Rt-117 Cape Road, Rt-202 Hollis Road, Rt-35 River Rd/Bonny Eagle Rd/New Rd/Little Falls Rd, Rt-4 A Bar Mills Rd, Only those lots with frontage that does not front on the NHRCZ: Waterboro Road, Killick Pond Road **from Plains Road to Berube Lane only.** (~~Paved Section only and not in the NHRCZ~~)

Article 46: Shall the Town vote to update and clarify Hollis Zoning Ordinance ARTICLE 7, 7.2 (additions are in **bold**, deletions are ~~strikethrough~~) as follows?

SITE REVIEW REQUIREMENTS, 7.2 Review of Development

The Board is hereby authorized to review development for conformance with the criteria stated herein and with the performance standards of this Ordinance. A developer or his authorized agent shall be required to obtain Board approval prior to the issuance of a building permit for all development except the following:

- a. Single family dwellings on individual lots,
- b. Expansion of an existing conforming use, where the expanded use;
 - 1. Will require less than 10 additional parking spaces and
 - 2. Will not need changes to the existing sanitary disposal system and
 - 3. Is less than 50% increase in use area?
- c. Subdivisions already subject to board review under the Town of Hollis Subdivision Regulations, *30 M.R.S.A S4956*).
- d. Home occupations and professional offices *inside the home* and less than 1000 sq ft.
- e. Professional, business, tradesman, and general office/services *inside the home* and less than 1000 sq ft.
- f. Professional, business, tradesman, and general office/services *outside the home* and less than 1000 sq ft. of customer service and office area.
- 1. No person or entity subject to the provisions of this convey, or offer to convey interest in a development or portion ordinance may commence work, including site preparation; or thereof prior to Board approval.

Article 47: Shall the Town vote to update Hollis Zoning Ordinance ARTICLE 7, 7.4 (additions are **bold** and deletions are ~~striketrough~~) as follows?

SITE REVIEW REQUIREMENTS.

7.4 Procedure, 7.4.4 The Board shall notify the applicant that his application is complete, of the timetable for review, and any additional requirements or questions associated with the application. ~~A Public Hearing shall not be held for the following:~~ (1) home occupations and professional offices *inside the home* and less than: 1000 sq. ft., (2) professional, business, tradesman, and general office/services *inside the home* and less than 1000 sq. ft. (3) professional, business, tradesman, and general office/services *outside the home* and less than 1000 sq. ft. of customer service and office area. Other uses may have a Public Hearing scheduled as determined by the Board. A Public Hearing will be scheduled to hear the Conditional Uses as provided for in the Hollis Regulations.

Article #14 Ordinance to Establish a 5 Member Select Board- Town Administrator Form of Government is attached to the June 13, 2017 Town Meeting Warrant.

Article #17 TOWN OF HOLLIS, ORDINANCE TO PROHIBIT GROWING, SELLING AND RETAIL MARIJUANA SOCIAL CLUBS IN THE MUNICIPALITY OF HOLLIS, MAINE is attached to the June 13, 2017 Annual Town Meeting Warrant.

The Registrar of voters will be open Wednesday, May 31st 2017 from noon - 8 pm, Tuesday 6/6/17, Thursday 6/8/2017 and Friday 6/9/2017 9 am - 4pm and Wednesday 6/7/2017 from noon - 8pm to accept registrations of any person eligible to vote, to correct any error in a name or address on the voting list and to accept new enrollments. You may register to vote on Election Day June 13, 2017 at the polls.

A person who is not eligible to vote may not vote in any election. A person not enrolled in a party may not vote in a primary election.

Given under our hands this 26th day of April, A. D. 2017, The Town of Hollis Municipal Officers

_____/s/ River L. Payne _____
River L. Payne, Select Board Chair

_____/s/ Roger B. Hicks _____
Roger B. Hicks, Select Board

_____/s/ Mike Seely Sr. _____
Mike Seely, Sr., Select Board

A true copy of the **Amended Warrant** for the Hollis Annual Town Meeting 6/13/2017 was signed 4/26/2017, The Original Warrant was signed April 12, 2017.

Attest: _____

WARRANT RETURN

Hollis, Maine _____, 2017 A. D.

Pursuant to the within warrant to me directed, I have notified and warned the inhabitants of said Town, qualified as here in expressed, to meet at said time and place, and for the purposes therein named, by posting an attested copy of said warrant at the bulletin board upstairs at Hollis Town Hall, downstairs in the Town Clerk's Office, Johnson's Garage and Your Country Store in said town, being public and conspicuous places in said town, on the _____ day of _____ 2017 A. D., being at least seven days before the Annual Town Meeting on June 13, 2017.

Signature of Kaden Flynn, Constable of Hollis

State of Maine
York County
Town of Hollis

Then personally appeared before me the above named _____ known to me, and swore that the representations set forth in the above Return of Warrant are true and that the above named executed this Warrant Return of their own free will . This warrant return was signed in my presence.

Date: _____

Notary Public

Printed name of Notary Public

My commission expires: _____

TOWN OF HOLLIS

ORDINANCE TO PROHIBIT GROWING, SELLING AND RETAIL MARIJUANA SOCIAL CLUBS IN THE MUNICIPALITY OF HOLLIS, MAINE

Section 1. Authority.

This ordinance is enacted pursuant to the Marijuana Legalization Act, 7 M.R.S.A. c. 417; and Municipal Home Rule Authority, Me. Const., art. VIII, pt. 2; and 30-A M.R.S.A. § 3001.

Section 2. Definitions.

For purposes of this ordinance, retail marijuana establishments, including retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities and retail marijuana testing facilities, and retail marijuana social clubs are defined as set forth in 7 M.R.S.A. § 2442.

Section 3. Prohibit Retail Marijuana Establishments and Retail Marijuana Social Clubs.

Retail marijuana establishments, including retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities, and retail marijuana testing facilities, and retail marijuana social clubs, are expressly prohibited in this municipality.

No application for a proposed retail marijuana establishment or retail marijuana social club shall be processed.

No person or organization shall develop or operate a business that engages in retail or wholesale sales of a retail marijuana product, as defined by 7 M.R.S.A. § 2442.

Nothing in this ordinance is intended to prohibit any lawful use, possession or conduct pursuant to the Maine Medical Use of Marijuana Act, 22 M.R.S.A. c. 558-C.

Section 4. Effective date; duration. This ordinance shall take effect immediately upon enactment by the municipal legislative body unless otherwise provided.

Section 5. Penalties. This ordinance shall be enforced by the municipal officers or their designee. Violations of this ordinance shall be subject to the enforcement and penalty provisions of 30-A M.R.S.A. § 4452.

River L. Payne

Roger Hicks, Select Board

Mike Seely, Sr., Select Board

Hollis Town Meeting June 13, 2017 result: Yes _____ NO _____

Article# 14 Annual Town Meeting June 13, 2017 Proposed Ordinance

Ordinance to Establish a 5 Member Select Board -Town Administrator Form of Government

(Pages 1-7 attached In a pdf format)

Results of voting June 13.2017

Yes _____ NO _____

Ordinance to Establish a 5 Member Select Board-Town Administrator Form of Government

Section 1.1 Town Administrator

The Select Board, by State Statute, shall continue to be the chief administrative and municipal officers of the Town and will continue to be responsible for the oversight, administrative and financial affairs of the Town. The Select Board shall ultimately be charged with the preservation of the health, safety, and welfare of persons and property of the Town and shall see to the enforcement of other ordinances and policies of the Town, this Ordinance, and the laws of the State of Maine. The Town Administrator (here in after called the “Administrator”) shall be responsible for the day to day operations of the Town under the authority of the Select Board. The authority of the Administrator shall be limited to that specified in this Ordinance or written directives and policies of a majority vote of the Select Board. The Select Board shall appoint a person qualified by education, experience and training, who receives a majority vote of the Select Board. to be Administrator in accordance with the Selection and Compensation criteria in Section 1.13 specified below. The Administrator shall report directly to the Select Board.

Section 1.2 Limitation of Authority

Nothing in this Ordinance shall be construed to grant to the Administrator any legislative or judicial authority, nor shall the authority of the Administrator reduce any specific statutory power or responsibility of any other Town officer or official under State Law.

Section 1.3 Qualifications

The Administrator shall be chosen solely on the basis of educational, executive, and administrative qualifications and need not be a resident of the Town at the time of appointment. If two candidates are equally qualified, preference will be given to the candidate living in the town. If the appointed candidate does not live within the town, the Select Board shall decide whether or not the Administrator should live within a reasonable distance to the Town to do an effective job.

Minimum Qualifications:

- Possess integrity, character, strong interpersonal skills and the ability to foster a positive collaborative work environment in a municipal setting.
- Six years of experience in a leadership role within a municipality or private sector of similar scope and complexity.
- Demonstrated innovation and success in implementing significant change within an organization.
- Desired Qualifications:
 - A four year degree in Business or Public Administration is preferred or
 - An Associate’s Degree with equivalent experience and education. Equivalency will be evaluated on a case by case basis using industry and academic equivalent standard guidelines by an outside professional
- Display appropriate oral, written and presentation skills
- Possess a strong background in financial, personnel and administrative management and leadership as demonstrated in past positions.
- Demonstrated previous experience in:

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- o Public Policy development
- o Negotiation skills
- o Community Leadership
- o All facets of electronic communications
- o Computer Literacy at a working level commensurate with the position

Section 1.4 Term of Contract and Annual Review of Administrator

The term of contract of the Administrator shall be for three years (36 months). There will be a six month probationary period after the initial appointment of the Administrator. Prior to the expiration of the probationary period the Select Board will conduct a performance review of the Administrator and may terminate the appointment with or without cause. One (1) year after his/her initial appointment and on the first anniversary of any subsequent contract renewals, the Select Board will conduct a performance review and may terminate the contract with or without cause. If the contract is terminated without cause after one (1) year from the initial contract date or its renewal, the Administrator will be compensated by an amount equal to two (2) week's pay. Two (2) years after his/her initial appointment and on the second anniversary of any subsequent contract renewals, the Select Board will conduct a performance review and may terminate the contract with or without cause. If the contract is terminated without cause after two (2) years from the initial contract date or its renewal, the Administrator will be compensated by an amount equal to one (1) month's pay. As a part of such performance reviews, the Select Board and the Administrator shall mutually, and in writing, agree on goals and objectives for the Town and the Administrator for the upcoming year, review the extent to which the Administrator has succeeded in meeting the goals and objectives for the preceding year, and determine the reasons why any goals were changed or not met during the year.

Section 1.5 Reprimands or Removal from Office

The Administrator may be reprimanded or removed for cause by the affirmative vote of a majority vote of the Select Board as herein provided. As used in this Section. "cause" shall include, but not be limited to, unjustifiable failure to meet the goals and objectives set forth in the preceding year's annual review, willfully violating this or any other Town Ordinance or Town Policy, or any documented misconduct. The Select Board may suspend the Administrator from duty, with or without pay as the Select Board deem appropriate. In such case of suspension, the Select Board shall, by affirmative vote, appoint an acting Administrator as prescribed in Section 1.6. The action of the Select Board in removing the Administrator shall be final.

Section 1.6 Incapacitation of Town Administrator

If the Administrator is determined by a majority vote of the Select Board to be temporarily incapacitated or unable to act for any cause or the Select Board determines that the office has become temporarily vacant, the Select Board shall, within thirty (30) days from such determination, appoint an acting Administrator who shall serve at the will of the Select Board for an initial period of ninety (90) days or such lesser time until the disability or vacancy is relieved. The acting Administrator shall have all the powers and perform all the duties of the Administrator except to the extent that said powers and duties may be specifically restricted by a written directive of the Select Board. Said acting Administrator shall be paid such salary for his services hereunder as may be prescribed by the Select Board. If after the initial 90 day period, it is determined that the Administrator is still temporarily incapacitated, the acting Administrator may be reappointed and serve at the will of the Select Board for an additional term of up to ninety (90) days. If the Select Board determines from credible medical or other evidence that the Town Administrator is incapacitated and unable to perform any or all duties of his/her office, they may by a majority vote declare the office vacant.

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Administrator who shall serve at the will of the Select Board for an initial period of ninety (90) days or such lesser time until the disability or vacancy is relieved. The acting Administrator shall have all the powers and perform all the duties of the Administrator except to the extent that said powers and duties may be specifically restricted by a written directive of the Select Board. Said acting Administrator shall be paid such salary for his services hereunder as may be prescribed by the Select Board. If after the initial 90 day period, it is determined that the Administrator is still temporarily incapacitated, the acting Administrator may be reappointed and serve at the will of the Select Board for an additional term of up to ninety (90) days. If the Select Board determines from credible medical or other evidence that the Town Administrator is incapacitated and unable to perform any or all duties of his/her office, they may by a majority vote declare the office vacant.

Section 1.7 Powers and Duties of Town Administrator

The Select Board shall oversee, supervise and direct the Administrator in his/her oversight of all of the Town departments and personnel therein. The Administrator shall be responsible for:

- a. Preparing budgets for the Select Board, collecting budgets from the department heads, other elected officials and outside agencies, putting them together for the Select Board and Budget Committee, providing the Town Clerk with a total appropriation document and administering the annual budget once adopted.
- b. Preparation of warrants for the Select Board approval.
- c. Keeping the Select Board informed of the condition of the needs of the Town and making such reports and recommendations as he/she may deem advisable, tracking and reporting the finances of the Town and meeting with department heads to discuss any issues that may arise from these reports or findings.
- d. Working with the Auditors to provide them with information they might require to prepare the Town's annual audit in a timely manner, prepare the Management Discussion and Analysis for the audit, and meet with department heads to make them aware of any issues that may arise as a result of the audit.
- e. Attending meetings of the Select Board when requested, provide materials, reports, minutes, set up other meetings and any other items the Select Board feel appropriate.
- f. Reviewing and approving the payroll and accounts payable warrants, verifying items that may be unclear or questionable and work with the individuals or vendors to correct any issues that may arise before payment is made, summarize and report these issues to the Select Board.
- g. Serving as the liaison between the Select Board, Town personnel and various public and private agencies, businesses and citizens.
- h. Implementing Select Board's policies and provide staff in all departments with clear and efficient operating procedures necessary to carry out the Select Board's policies and directives.

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- i. Attending meetings, trainings, seminars or conventions on behalf of the Town with approval of the Select Board.
- j. Serve as the Purchasing Agent for the Town as authorized by the Select Board.
- k. Making recommendations to the Select Board regarding the hiring, discipline, and termination of Town Employees.
- l. Fulfilling the duties and responsibilities of the General Assistance Administrator for the Town.
- m. Serving as the after-hours emergency contact person for the Town's security provider.
- n. Overseeing the use and rental of all Town facilities under his/her control as authorized by the Select Board.
- o. Keeping the Select Board informed of maintenance and repair issues on all Town property.
- p. Maintaining a full and complete inventory of all property of the Town, both real and personal
- q. Convening the Heads of the Town Departments at least quarterly to discuss matters of common concern.
- r. Meeting with the department heads and the Select Board (if the Select Board deem it necessary) to discuss matters of departmental concern.
- s. Working with any consultants or other parties hired by the Town or by any Town department, board, or commission.

He/she shall perform such other duties or directives as may be prescribed by the Select Board or required of him/her by statute, ordinance or policy not inconsistent with this ordinance or any other Town ordinance. He/she shall perform such other powers and duties not inconsistent with the provisions of this ordinance as now are or hereafter may be conferred by municipal ordinance or conferred upon Administrators by general laws of the State of Maine.

Section 1.8 Appointments of Town Employees & Other Non Elected Officials

Except as otherwise provided for within this ordinance or any other Town ordinance, the Administrator shall conduct the hiring process and make recommendations to the Select Board. The Select Board shall make the final decisions on appointments (hiring) of all Town non-elected employees and other nonelected officials, such as the Health Officer and non-elected board and committee members. The Select Board may establish a recruitment and selection process and direct the Administrator of actions necessary to assist the Select Board in the appointment process or direct the Administrator to provide assistance in the process as they deem appropriate. The Select Board shall appoint a person especially qualified by experience and training, who receives the majority vote of a quorum of the Select Board, as the appropriate department head (i.e. Recreation Director, Fire Chief, Librarian and Code Enforcement Officer, etc.). In the case of department employees, that department head shall provide the Administrator with their list of applicants along with his or her recommendation to be approved or denied in part or in whole by the Select Board. In the event of a vacancy in an elected position, the Select Board shall make an appointment in accordance with state law or town ordinance.

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Section 1.9 Annual Reviews of Department Heads and Other Non Elected Personnel

One (1) year after their initial appointment, and annually thereafter, each department head shall be reviewed by the Administrator. In preparation for such a review the Administrator shall meet with the Select Board in order to establish the department's goals and objectives for the coming year. Such goals and objectives shall be communicated to the department head and will be used as a basis for performance evaluation. The Administrator shall review the extent to which the department head has succeeded in meeting the goals and objectives of the preceding year and determine the reasons why any goals were changed or not met during that year. An annual report identifying the department's goals and objectives as well as the status of achieving of such items shall be drafted by the department head, approved by the Administrator, and submitted to the Select Board to review and discuss at a meeting with the department head and the Administrator.

Section 1.10 Suspension or Removal of Non-Elected Town Personnel

The Administrator shall initiate the disciplinary process by providing a letter to the employee involved indicating that the Administrator is considering recommending to the Select Board that the employee be disciplined. The employee shall have five (5) working days to respond to the letter and then the Administrator will within five (5) working days make his or her decision. If the decision is to recommend to the Select Board disciplinary action, the employee involved may, within five (5) working days, demand a hearing, in writing, before the Select Board, in which event the employee shall not be removed until such hearing has been held. The Select Board may, however, suspend said employee from duty during said period, with or without pay. Such bearing shall be held within ten (10) working days of receipt of the written request and the hearing will be held in either private or public at the aggrieved party's request.

Section 1.11 Cooperation with Elected Officials

The Administrator shall act as liaison between the Select Board and the other elected officials of the Town (i.e. Town Clerk, Treasurer, Tax Collector and Road Commissioner, etc.). The Administrator will be responsible for keeping the Select Board apprised of issues or concerns the previously mentioned elected officials may have. The Administrator shall not interfere with the duties or responsibilities of those other elected Town officials.

Section 1.12 Non-Interference with Town Administration

No Select Board member shall interfere with the performance of the duties of any of the elected officials or employees, either publicly or privately. Nothing contained in this Section shall prohibit the Select Board from meeting with the Administrator to discuss the operations or conduct of any department head or employee and to recommend or require an investigation and report by the Administrator of any complaint. Any violation of the provisions of this Section by a Select Board member shall require a meeting of the Select Board to review such violation.

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Section 1.13 Town Administrator Selection and Compensation Committee, henceforth “the Committee”.

The composition of the Committee shall be made up of the following:

- Three (3) members of the Select Board, with the Chair of the Select Board acting as facilitator and only voting in case of a tie;
- One (1) employee of the Town
- Two (2) residents of the Town
- One (1) member of the Budget Committee as determined by the Budget Committee
- One (1) member of the Long Range Planning committee as determined by the Long Range Planning Committee

Within two months of approval of this Ordinance and the associated funding article, the Select Board shall commence the following process:

- Within four (4) months, the Select Board shall form the Committee and together shall advertise for candidates for Town Administrator.
- Within six (6) months, the committee shall review applications and make recommendations for an approved list of applicants for Administrator, for approval by the Select Board.
- Within six (6) months, the Committee shall recommend a compensation and benefits package to the Select Board based upon the qualifications of the candidate(s), for approval by the Select Board.
- Within eight (8) months, the Select Board shall hire a qualified Administrator (in accordance with this Ordinance) from the list of approved applicants.
- Within ten (10) months, the Select Board shall utilize the annual town meeting election to elect two additional Select Board members. Notwithstanding the provisions of this section the compensation of the first Administrator for the first year of his/her term shall be between \$50,000.00 and \$64,000.00.

Section 1.14 Transition Plan and Select Board Roles and Compensation

The number of Select Board members shall be changed to five (5) with the term of office remaining at three (3) years after the transition period. The initial election cycle upon hiring of the Administrator will be:

- Election of three Select Board members at the first annual meeting after hiring the Administrator (one existing Select Board member whose term is ending and two additional Select Board members, with one for a three year term and one for a one year term) .
- Election of one Select Board member the following year for the expiring term of one of the original Select Board members, before the transition, whose normal term is expiring.

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The routine thereafter will then be two (2) elected in one year, then two (2) then one (1) to establish the long term cycle of Select Board member elections. The initial compensation for each Select Board after the appointment of the Administrator shall be: a Lead Select Board member chosen by the Select Board (who shall be the primary means of communication between the Select Board and the Administrator) \$3,600.00 per annum to be paid monthly and the remaining four (4) Select Board will be paid \$2,400.00 per annum to be paid monthly. The Select Board shall meet on Wednesday evenings to conduct the Town's business with the Administrator. The frequency of these meetings will routinely be twice monthly but may be more often or on a different day if required. The Select Board shall also meet for workshops, perform research, attend training and functions as necessary to conduct the Town's affairs in accordance with applicable law, ordinances and policies.