

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

Roger Hicks

Mike Seely, Sr.

Rita Perron

POLICY #36

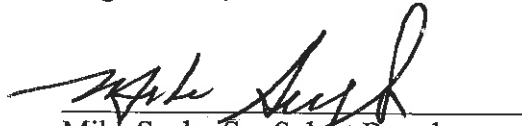

RECREATION DEPARTMENT REGISTRATION FEES

The purpose of this policy is to set the procedures of the payment for all programs that are under the umbrella of the Town of Hollis Recreation Department.

- 1) Payments and fees for all programs must be made prior to the participation in any program:
 - A. Payment for the "BEFORE AND AFTER CARE PROGRAM" shall be paid in advance of weekly participation;
 - B. Payment for the "SUMMER RECREATION PROGRAM" shall be paid in full before participation; and,
 - C. Payment for all other programs, such as, Baseball, Softball, Soccer, Art, Track, and Basketball, will be due at the time of registration.
- 2) No one will be allowed to participate in any program until the fees are paid unless other arrangements have been made with the Select Board (see Item #4);
- 3) Payment of Out of Town Participants Fees shall be collected on an annual basis running July 1 thru June 30. Non-Residents may not register for any programs until this fee is paid; and,
- 4) Only the Select Board members are authorized to negotiate payment arrangements on behalf of the Town. If someone is unable to make payments as outlined in this policy, they can contact the Recreation and Parks Director who will notify the Select Board in writing with a recommendation for payment arrangements in advance. Services will not be provided without payment unless previously agreed to by the Select Board. All requests will be handled by the Recreation and Parks Director and Select Board so as to protect the confidentiality of the requesting party(s).
- 5) All payment reliefs approved by the Select Board will be taken from funds within the Community Day Activities Appropriation Account #2311. Copies of all documentation will be provided to the Treasurer for accountability and tracking purposes.

This Amended Policy is effective upon signature of the Select Board.

Dated: March 4, 2014
Amended: October 5, 2016
Amended: July 12, 2017


Roger Hicks, Select Board Chair
Mike Seely, Sr., Select Board
Rita Perron, Select Board

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Policy # 37 DISCLOSURE OF VITAL RECORDS

To protect the integrity of vital records or vital reports, to ensure their proper use, and to ensure the most efficient and proper administration of the system of vital statistics and records, the State of Maine Data, Research and Vital Statistics does not disclose vital statistics data or information to any individual or organization verbally over the phone.

Municipal Clerks are responsible for maintaining all birth, death, fetal death and marriage records received for filing. These records are considered to be in the custody of the state registrar and are subject to the same requirements regarding disclosure as are records in the possession of the state registrar. Title 22 2706.

The Town of Hollis Municipal Clerk's Office (including all Deputy Clerks) will not disclose any vital records statistics data or information to any organization or individual over the phone.

Individuals requesting data or information contained in the annual town report should refer to the municipality's website or a printed version of the annual report.

Individuals requesting data or information from a public vital record or Researchers engaged in genealogical research who hold a valid researcher identification card are encouraged to complete an application to obtain a non-certified copy of the vital record in question. See Town Clerk's fee schedule for associated fees.

The Municipal Clerk may use their own discretion if or when verifying a vital record is filed within their municipality.

A Municipal Clerk or Deputy Clerk must not disclose personally identifiable information contained in vital records, or issue a copy of all or part of any such record unless the applicant is authorized to obtain such record for a proper purpose or is authorized to obtain such data.

The Hollis Select Board approved and adopted this policy on Oct 3, 2018.


David McCubrey


Rita Perron