

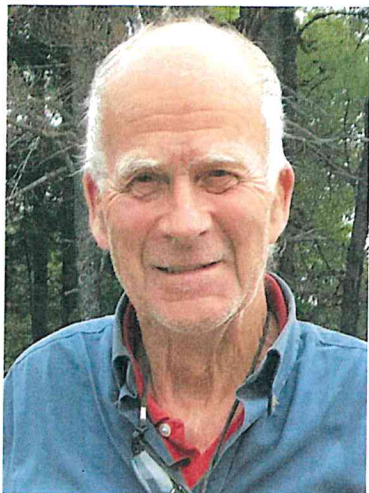
# TOWN OF SOUTHWEST HARBOR



ANNUAL REPORT  
2023

~ DEDICATION ~

The 2023 Town Report is dedicated to:



**Kenneth Hutchins** started working for his father during high school, eventually forming his own business building many a house on the island and nearby. You might have sat down at breakfast with him to seek advice or to hire him for some minor to major problem at your home. Many know Kenneth Hutchins as town moderator at town meeting. One year Ken stepped in to fill-in when the moderator wasn't available and that lasted about 15 years! As a builder and contractor, his dress was that of a contractor. At the behest of his wife, Meredith, he became the consummate professional in his suit keeping town meetings running smoothly. Kenneth has served on the town's warrant committee, the harbor committee, and helped with the first land use ordinance. One of his favorite volunteer positions was serving as Assistant Fire Chief. In his long public service career, he recognized the importance of supporting our youth. He served as a Junior Scout Master and Boy Scout Troop Leader from

Tenderfoot on up. When Harbor House closed for lack of funds, Kenneth and Vic Mercer were instrumental in raising \$5,000 to reopen Harbor House soliciting \$100 donations from businesses. Upon reopening Harbor House, he served at times as chair or board member guiding Harbor House to hire its first executive director and establishing bylaws to improve the board's management.

*AND*



**Anne Napier** has been volunteering for the Town of Southwest Harbor since 2007. Anne is an RN, Advanced Practice Nurse, an ADA consultant, and has an architectural and engineering background. She has brought a wealth of talent from her knowledge of organizing and chairing meetings, resolving conflicts, to her ability to read plans and blueprints and to her leadership in getting work done for the Town. She served on the Warrant Committee for six years. Anne, a self-proclaimed "landlubber," is a person who believes that the town needs a strong waterfront for a variety of recreation activities, fishing, and other commercial uses. So, she's served as a committee member and the chair of the Harbor Committee. When cruise ships became a threat to the harbor and town, she pulled together stakeholders, and chaired a committee to develop the current Cruise Ship Ordinance. She developed the first plans for improving the property at the Manset dock. She led the Harbor Committee in creating a blueprint for the new Harbor Master office, in recommending a builder, and meeting with the builders to ensure a useful design at a reasonable price. She also chaired the recent Comprehensive Plan Update that included chapters on housing and climate change and adaptation. Informally, she advises the town on improvements in accessibility and is assisting the library in improving its accessibility.



2023

ANNUAL REPORT  
TOWN OF  
SOUTHWEST HARBOR

Incorporated 1905

For the fiscal year July 1, 2022 – June 30, 2023

Including

The Proposed Warrant

For the fiscal year July 1, 2024 – June 30, 2025

Photos provided courtesy of family, Carolyn Ball, and Dave Chapais

## MUNICIPAL OFFICERS AND OFFICIALS

### *Board of Selectmen*

Carolyn Ball, Chair  
Natasha Johnson, Vice-Chair  
James Vallette  
Luke Damon  
Chapin McFarland

### *Town Manager, Tax Collector, Treasurer, Road Commissioner, General Assistance Administrator*

Marilyn J. Lowell

### *Town Clerk, Registrar of Voters*

Jennifer LaHaye

### *Deputy Tax Collector/Treasurer, Deputy Clerk Finance*

Becky Gatcomb

### *Deputy Clerk Deputy Registrar*

Madilynn Michaud

### *Code Enforcement Officer, Licensed Plumbing Inspector*

John Larson/Katie Higgins (Deputy)

### *Police Chief & Constable*

John Hall

### *Harbor Master*

Jarrod Kushla

### *Fire Chief, Emergency Management Director*

Thomas Chisholm

### *Water – Sewer District Superintendent*

Steven T. Kenney

## BOARDS AND COMMITTEES

### Board of Appeals

John Izenour, Chair  
Adam Babbitt

Theodore Fletcher

James Geary  
Scott Preston

### Conservation Commission

Francine Mayhew, Co Chair  
Ellen Scull  
Richard Dimond, Associate  
Ann Judd, Associate

Ann Ratcliff, Co Chair  
Kathleen Slack  
Kathleen Lindquist  
Valerie Bodner, Associate

Ann Ratcliff, Co Tree Warden  
Eleanor Park, Co Tree Warden  
Kristin Hutchins  
Terry Powers, Associate

### Harbor Committee

Nicholas Madeira, Chair  
Jarrod Kushla, Harbor Master  
Ronald Weiner  
Justin Snyder

Michael Brzezowski  
Anne Napier  
Joshua Ray

John Stanley  
Donald Sullivan  
Corey Pettegrow  
William Norwood

### Planning Board

Eric Davis, Chair  
John Williams

Kenneth Salvatore  
Lee Worcester  
Michael S. Levesque

Priscilla Ksionzyk  
Joel Wolak

### Shellfish Conservation Committee

Jim Colquhoun, Chair  
Bonnie Norwood

Michael Carroll  
George Jellison, Jr.  
Dan Norwood

John Stanley  
Jarrod Kushla, Warden

### Warrant Committee

Priscilla R. Ksionzyk, Chair  
Ellen Pope

Carl Wrubel  
Lydia Goetze  
Melanie Lisy

Alan Rosenquist  
Ann Trotter

### Historic Cemetery Committee

Aimee Williams  
David Scull

Joan Terry

Katharine Newman Walton  
Julie Fernald

### Pemetic School Board

Susan Allen  
Clifford Noyes

John Bench

Arron Lisy  
Maria Spallino

**MDI High School Trustees**

Steve Hudson

Chad Terry

Ann Ratcliff

**Water & Sewer District Board of Trustees**

Lee Worcester, Chair

Ralph Dunbar

William "Gregg" Tillman

Marilyn J Lowell, Town Manager

Kenneth Minier

**Southwest Harbor Housing Authority**

Lee Worcester, Chair

Karen Craig

Sonia Field

Janice Reed

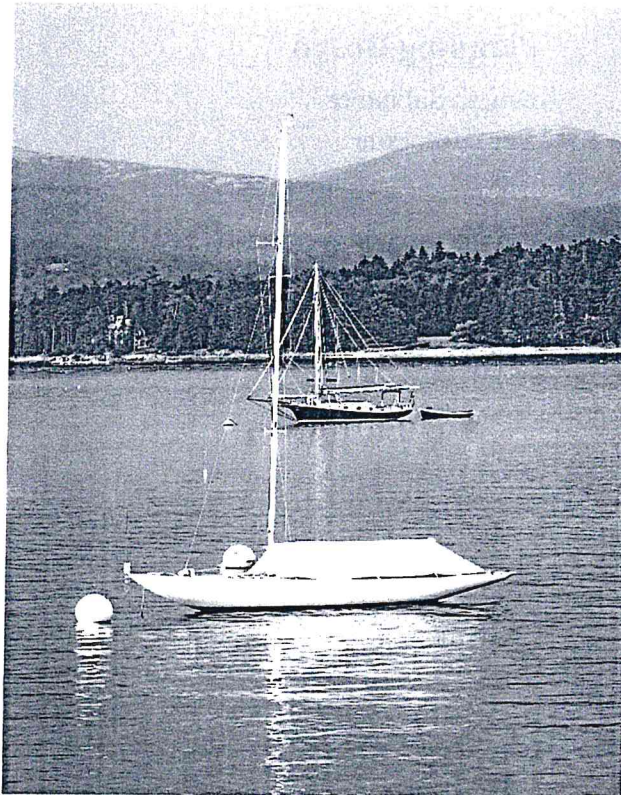
Thomas Moorside

Ellen Brookes

Ann Heisey

**Acadia National Park Advisory Committee**

Lee Worcester



## STATE REPRESENTATIVES

### *Maine Senate, District 7*

Nicole Grohoski  
Maine State Senator  
PO Box 1732  
Ellsworth, ME 04605  
Phone: 207-358-8333  
Alt. Phone: 800-423-6900  
[Nicole.Grohoski@legislature.maine.gov](mailto:Nicole.Grohoski@legislature.maine.gov)

### *State of Maine*

### *Office of the Governor*

Janet T. Mills  
Governor  
1 State House Station  
Augusta, ME 04333-0001  
Phone: 207-287-3531  
<http://www.maine.gov>



## FEDERAL GOVERNMENT REPRESENTATIVES

### *U.S. Senate*

Susan Collins  
413 Dirksen Senate Office Building  
Washington, DC 20510  
Phone: 202-224-2523  
<http://collins.senate.gov>

Angus S. King, Jr.  
369 Dirksen Senate Office Building  
Washington, DC 20510  
Phone: 202-224-5344  
<http://www.king.senate.gov>

### *U.S. House of Representatives, District 2*

Jared F. Golden  
1223 Longworth House Office Building  
Washington, DC 20515  
Phone: 202-225-6306 or 207-249-7400  
<http://www.golden.house.gov>

Nicole Grohoski  
Senator, District 7

P.O. Box 1732  
Ellsworth, ME 04605



**THE MAINE SENATE**  
131st Legislature

January 2024

Dear friends and residents of Southwest Harbor,

Lawmakers are back in session in Augusta, and I feel fortunate to represent my hometown and the coastal communities of Senate District 7. I continue to serve as the Senate Chair of the Taxation Committee and am returning to the Energy, Utilities and Technology Committee. I look forward to the work ahead, building on what we accomplished in 2023.

Last year, my colleagues and I worked hard to pass necessary and impactful legislation. We improved the Property Tax Fairness Credit so that our neighbors who are over 65 can afford to stay in their homes, whether they own or rent. We expanded income eligibility for the credit and increased the maximum benefit from \$1,500 to \$2,000. It is important to file income taxes annually to ensure that you receive credit or future relief payments for which you are eligible. We also improved the Property Tax Deferral Program to ensure none of our older neighbors slip through the cracks and lose their homes.

We've kept our promises to students and property taxpayers by funding statewide K-12 public education costs at 55%, fully funding the municipal revenue sharing program to help towns with the cost of local roads and public safety, and continuing to fund universal free school meals.

We increased funding for roads, bridges, and other transportation infrastructure without taking on debt, an effort that started with unanimous bipartisan agreement in the Taxation Committee. We also dedicated funding to replace culverts and build up roads at risk of flooding, which will help municipalities access significant federal funding and prepare for more intense storms.

Lawmakers invested \$31 million in EMS departments across the state to ensure access to these vital services. We also made a critical investment in the safety and preparedness of Maine's firefighters by providing \$1.5 million to improve our fire service training facilities.

I will continue to collaborate with my colleagues, regardless of party affiliation, to make sure we are doing the best work we can for all Mainers. Please contact me if I can be of any assistance with state government or if you have questions about the legislative process. I also share information via Facebook and Instagram (@senator.grohoski) and send out periodic email newsletters; please let me know if you would like to be added to my mailing list. You can email me at [Nicole.Grohoski@legislature.maine.gov](mailto:Nicole.Grohoski@legislature.maine.gov) or call the Senate office at (207) 287-1515.

I remain at your service and am honored to be your advocate in Augusta.

Sincerely,

A handwritten signature in cursive script that reads 'Nicole C. Grohoski'.

Nicole Grohoski  
State Senator, District 7





Janet T. Mills  
GOVERNOR

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

Spring 2024

Dear Maine Resident:

Since my first day in office, I have been guided by the belief that to strengthen our state, we have to invest in our greatest asset: the people of Maine. With the support of the Legislature, my Administration has invested in what people need to succeed — job training, child care, health care, education, broadband, and housing.

Those investments are working — small businesses are expanding their operations; people are moving here to work and raise their families; and graduates are staying in Maine to pursue rewarding, life-long careers — all encouraging signs that are reflected in the strength of our economy. In fact, Maine has the best rate of economic growth in New England and one of the best rates in the nation.

At the same time, we have our challenges. In late October, a gunman took the lives of 18 innocent citizens and injured many more in an act of senseless and unconscionable violence. Then, in December and January, heavy rains and powerful winds brought massive flooding that destroyed homes and businesses, roads, and bridges, and changed the very landscape of our coast.


I have proposed legislation to address both issues — first, to rebuild from these storms and prepare for those to come; and, second, to expand mental health services and keep weapons out of the hands of dangerous people to better protect public safety.

We have made good progress over the past five years to ensure that every person can find a good-paying job in Maine; have affordable health insurance; have the peace of mind that their children are safe at home and at school; breathe clean air and drink clean water and enjoy the rolling hills, lush forests, mighty rivers, and bold coast of Maine.

There are still plenty of challenges, particularly when it comes to the affordability of housing, child care, energy, and other things, but thanks to the resilience and the resolve of Maine people, I am more confident than ever before in the future of our state.

It is my honor to serve as your governor.

Sincerely,



Janet T. Mills  
Governor



SUSAN M. COLLINS  
MAINE

1000 SENATE CHAMBER BUILDING  
WASHINGTON, DC 20510-1000  
(202) 224-2623  
(202) 224-2939 (FAX)

## United States Senate

WASHINGTON, DC 20510-1904

COMMITTEE ON  
APPROPRIATIONS  
VICE CHAIR  
HEALTH, EDUCATION,  
LABOR, AND PENSIONS  
SELECT COMMITTEE  
ON INTELLIGENCE

Dear Friends:

It is an honor to serve the people of Maine in the U.S. Senate, and I welcome this opportunity to share an update on issues important to Maine and America.

One of my priorities for 2023 has been to improve the appropriations process in Congress – the way it decides how to spend taxpayer money. I took over as the Vice Chair of the Senate Appropriations Committee last year. Along with Chair Patty Murray, we decided the best change we could make was not to do something new. Instead, it was to do something old – that is, go back to the regular and transparent committee process that we used to have.

Part of restoring this process included holding 50 public Committee hearings, which allowed for input from senators on both sides of the aisle. As a result, for the first time in five years, the Senate Appropriations Committee passed all twelve of its funding bills on time. This was done with strong bipartisan support. In fact, seven of them passed unanimously.

Now, we need to work with the House of Representatives to pass these twelve bills and turn them into laws.

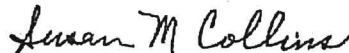
These bills contain funding for a wide range of Maine priorities, including support for the workforce at Bath Iron Works and Portsmouth Naval Shipyard, our lobster industry, infrastructure improvements, affordable housing, biomedical research, veterans, and heating assistance programs like LIHEAP. These bills also contain nearly \$590 million in Congressionally Directed Spending for 231 projects throughout the State of Maine. These projects would help promote job creation, expand access to health care, and improve public safety, infrastructure, and important resources in communities across all 16 counties of our state. I will continue to work to get these bills signed into law in the new year.

On October 25, the horrific mass shooting in Lewiston claimed the lives of 18 Mainers and injured 13 others. In response, I led Maine's Congressional Delegation in requesting an independent investigation by the U.S. Army Inspector General into the events leading up to the shooting. On December 15, the Under Secretary of the Army wrote to inform me that such an investigation will take place, and the Army Inspector General has instructed her team to immediately begin preparing to conduct this investigation. While nothing can undo the events of October 25, I will continue to work to understand what happened and what could have been done differently, and to find answers for the victims, survivors, and their families.

No one works harder than the people of Maine, and this year I honored that work ethic when I cast my 8,855th consecutive roll call vote.

As we look ahead to 2024, I remain committed to addressing the concerns of Maine families and communities. If you need assistance or wish to share your thoughts, please do not hesitate to reach out to one of my six state offices.

Sincerely,



Susan M. Collins  
United States Senator

ANGUS S. KING, JR.  
MAINE

135 HANFORD OFFICE BUILDING  
PORTLAND, ME 04101  
Website: <https://www.senate.maine.gov>

# United States Senate

WASHINGTON, DC 20510

January 1, 2024

COMMITTEES  
ARMED SERVICES  
CHAIRMAN, STATE DEPARTMENT  
SUBCOMMITTEE  
ENERGY AND  
NATURAL RESOURCES  
CHAIRMAN, NATIONAL ARMS  
SUBCOMMITTEE  
INTELLIGENCE  
VETERANS AFFAIRS

Dear Friends,

Thank you for allowing me to add my congratulations and gratitude for the positive differences each town and city in Maine makes for its people and ultimately for Maine as a whole. When I travel around the state and visit the various regions in Maine, I see firsthand the differences you all make, the focus you put on excellence, and the helping hands you extend to neighbors. I have learned valuable lessons watching your collaborations with each other. They got the State motto right – *Dirigo* – because you all certainly do lead the way and exemplify the best of Maine.

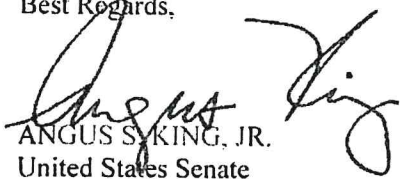
First, it was a true honor to be appointed to the Senate Veterans Affairs Committee this year to help address the challenges facing Maine veterans. We owe our way of life to these brave men and women and share a collective responsibility as a grateful nation to give back to our veterans. That means delivering veterans the benefits they have earned, addressing the veterans' suicide crisis, improving transition-to-civilian-status programs, and ensuring every veteran can access essential services, like affordable housing and behavioral healthcare.

Next, one of the most significant infrastructure projects in Maine history is underway: affordable and universal broadband availability throughout the state. Supported through funding in the bipartisan infrastructure bill, we are now within striking distance of broadband service even in our most rural communities. Additionally, infrastructure improvements in our roads and bridges, water and septic upgrades for our towns and support for our workforce and employers are also in the pipeline. Serious steps are being taken to address the toll from substance abuse and to provide our older neighbors with resources to help them continue to stand strong throughout their golden years. It is my goal here to make sure everyone has access to stable employment opportunities and quality healthcare which is of critical importance to keep our families healthy and happy.

I am thankful for each town in Maine for their commitment to their communities, to their citizens, and to this country. I will do my part to listen to your concerns and work to find useful solutions to the issues you face. My offices throughout Maine remain available to you if you face hurdles with the federal government, whether it be veteran issues, social security problems, student loans, immigration, tax assistance and more. I hope you will reach out of my offices in Presque Isle, Bangor, Augusta, Portland, or Biddeford and allow me the chance to be part of your solutions. Together, I know we can continue to build a stronger, brighter future for our great state.

Maine is known for our grit and resiliency and we are making great strides — something others across the country have noticed. Thank you for being one of the reasons Maine is so special; it is not only a pleasure to serve you — it is a pleasure to know you. Mary and I wish you a happy and safe 2024.

Best Regards,

  
ANGUS SYKING, JR.  
United States Senate

AUGUSTA  
40 Western Avenue, Suite 412  
Augusta, ME 04330  
(207) 225-8292

BANGOR  
202 Hallow Street, Suite 203A  
Bangor, ME 04401  
(207) 946-8999

BIDDEFORD  
227 Main Street  
Biddeford, ME 04005  
(207) 342-8216

PORTLAND  
1 Pleasant Street, Unit 4W  
Portland, ME 04103  
(207) 249-1513

PRESQUE ISLE  
167 Academy Street, Suite A  
Presque Isle, ME 04769  
(207) 764-5124



**Jared Golden**  
Congress of the United States  
2nd District of Maine

Dear Friends,

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

Maine's heritage industries are the backbone of our state's economy. That is why one of the first bills I introduced in this Congress was the *Northeast Fisheries Heritage Protection Act*, which would prohibit commercial offshore wind energy development in Lobster Management Area 1 (LMA 1) in the Gulf of Maine. LMA 1 was identified by the Bureau of Ocean Energy Management (BOEM) as a potential commercial offshore wind site. LMA 1 is a critical and highly productive fishing ground for a variety of sea life, including lobster. Prohibiting offshore wind development in LMA 1 would help to avoid conflict with the New England commercial and recreational fishing industries. Additionally, the bill would initiate a federal study on the environmental review processes of any relevant Federal agencies for offshore wind projects in the Gulf of Maine.

I also continue to advocate on behalf of our veterans and those providing care to our former service members. The current pay for VA employees in the Kennebec and Penobscot counties does not reflect the critical services they are providing. As the oldest state in the nation, with the fifth highest veteran population, Mainers rely on the services offered at the Department of Veterans Affairs (VA) facilities. That's why recently, Senator Collins, Senator King, Representative Pingree, and I called on the Biden Administration to increase locality pay for VA employees in Kennebec and Penobscot counties. The level of care received is impacted by job vacancies, and the high turnover rate among its healthcare workforce is often the result of pay and compensation issues, which is further exacerbated by the increased cost of living.

Lastly, I'm excited that Mainers are continuing to reap the benefits of the *Bipartisan Infrastructure Law* (BIL). Recently, millions of dollars in grants have been awarded across the state, including \$35 million through the U.S. Department of Transportation's Culvert Aquatic Organism Passage (AOP) program to conserve spawning and migratory habitats for native fish species in Maine, \$460,000 through the Airport Infrastructure Grant (AIG) program for the Princeton Municipal Airport, Stephen A. Bean Municipal Airport, and Dexter Regional Airport, and nearly \$8 million through the Buses and Bus Facilities Program for Bangor's bus system. These investments are critical to ensuring Maine's infrastructure and will help to ensure Mainers and businesses across Maine are connected.

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

- **Caribou Office:** 7 Hatch Drive, Suite 230, Caribou, ME 04736. Phone: (207) 492-6009
- **Lewiston Office:** 179 Lisbon Street, Lewiston, ME 04240. Phone: (207) 241-6767
- **Bangor Office:** 6 State Street, Suite 101, Bangor, ME 04401. Phone: (207) 249-7400

I look forward to building on momentum from recent legislative wins for Mainers and continuing to work on your behalf in 2024. Do not hesitate to reach out and voice an opinion on legislation, let us know about local events, or seek assistance navigating federal agencies or programs. It's an honor to represent you in Congress, and I wish you a healthy and prosperous year to come.

Respectfully,

Jared F. Golden

Member of Congress



# Town Of Southwest Harbor

## Office of the Town Manager

P.O. Box 745

Southwest Harbor, ME 04679

Tel. 207-244-5404

Fax 207-244-4483

Marilyn J Lowell, Town Manager

[www.southwestharbormaine.org](http://www.southwestharbormaine.org)

[manager@southwestharbor.org](mailto:manager@southwestharbor.org)

### TOWN MANAGER REPORT

Another year has passed bringing my tenure in municipal government to 22 years, "how time flies." My mother always said, "the older you get the faster time goes." I never noticed as much until the last few years. The changing of seasons is not the only changes happening. The Town Office has had a couple of Deputy Clerk behind the desk and now Madilynn Michaud occupies the seat. She has been a terrific addition to the team and is eager to learn as much as she can. Please welcome her on your next visit. Becky & Jenn are still knocking their duties out of the park. Their skills and work ethic are amazing, and I am so grateful to have them here.

The Police Department has changed with the retirement of Lt. Michael Miller. Officer Franklin Burke was promoted to Lt. and Officer, Ryan Blackeney joined the team. Harbormaster, Jarrod Kushla received the new harbormaster office with pleasure and is setting up shop for opening in the spring. Fire Chief, Tom Chisholm is still making the Volunteer Fire Dept. amongst the best with training and first-hand experience. Two Jr. Fire Fighters attended the Fire Academy and turned 18 before graduating and were able to join the Fire Dept. as full members. Public works is still running the show with full-timer Scott Alley and Mark Tinker. Katie Higgins has joined the CEO Office as Deputy, working full days on Monday & Friday & half day on Wednesday.

The Main Street project went rather smoothly through the spring & fall. The project is on course to be completed by this spring of 2024. The Town roads received a facelift with new LED street lighting. This project saved the Town around \$24,000 in electricity fees. There are still lights needing adjustments, but for the most part the changeover has been positive.

The Sand/Salt building received a much-needed makeover on the lower, north gable end wall. All the lights in the building were also replaced with new LEDs. The Town Garage project came to a pause when the lowest bid came with a \$3 million dollar price tag. We have applied for a \$2.4 million dollar grant with the Fiscal Year 2024 Agriculture Appropriations bill. There are more steps in the process, but the grant would make a huge difference with the financing in the new Town Garage project.

We look forward to seeing residents at Pemetec on May 6<sup>th</sup> for the Town Meeting and at the Fire Department on May 7<sup>th</sup> for the Town Election.

In closing I would like to thank my staff for working diligently to help their individual departments run smoothly, town residents, and Select Board for their continued support of town staff.

I am proud of the strong employee base I work with. They are committed and great to have as part of my team. I have no doubt that when my new chapter of retirement starts in October of this year, all my employees, whom I am happy to also call my friends, will continue to do an amazing job. I would not expect anything less.

Respectfully,

Marilyn J Lowell  
Town Manager

# TOWN CLERK'S REPORT

## 2023

Greetings,

What a busy year our Town has had. I am eager to see what the new year brings us!

There have been some changes within our staffing as you may have noticed when coming into the Town Office. I would like to welcome Madilynn Michaud as our newest addition to the office staff. Madilynn has taken on the roll as my Deputy Clerk. I am looking forward to working with her and meeting the needs of our residents. I am honored to work for this community. As many of you know I grew up in Southwest Harbor. This town is near and dear to my heart. I take pride in helping serve the residents of Southwest Harbor, following in the footsteps of my grandmother, Margaret Martel, who was the Town Clerk in the 1960s.

I would like to thank all the volunteers who have served on our committees. If you, or someone you know, would be interested in joining a committee, please contact me to request a volunteer application.

The Town Clerk/Registrar of Voters is available during normal business hours to register residents. Residents should bring a picture ID and proof of residency such as a piece of mail with the physical and mailing address. As many of you are aware, this will be a big year with several state elections. I would like to thank all of the election workers who put in many hours at the polls, ensuring that our elections are run smoothly accurately. The voting polls are located at the Southwest Harbor Fire Station. Absentee ballot requests are available 90 days prior to any state election. Beginning February 1, 2024 voters who will be at least 65 years of age by the next election or who self-identify as having a disability may apply for ongoing absentee voter status. Once qualified, voters will automatically receive an absentee ballot for each statewide election.

When re-registering your vehicle, please be sure to provide current insurance cards, mileage, and your previous registration. Having all these items will make the process smoother. Be sure to have your old registration if you are transferring plates, especially if you are looking to transfer credit. If you are registering a new vehicle and have questions about what paperwork is needed, please don't hesitate to contact the Town Office.

The Town Office offers these services online: Go to the Town website [www.southwestharbormaine.org](http://www.southwestharbormaine.org), for the links.

\*Boat registrations, have your registration ready with boat information.

\*Rapid Renewal or vehicle registrations, you will need your current registration and insurance.

All dogs within the Town must be registered by December 31st each year. The fee for spayed/neutered animals is \$6.00. For non-altered animals, the fee is \$11.00. If you register on or after February 1<sup>st</sup> each year, a \$25.00 late fee will be collected. We need to see a current rabies vaccination at registration time. If you no longer have a pet, please call, and let us know so we can keep our records updated.

Shellfish licenses may be purchased at the Town Office. The Shellfish Ordinance stipulates that individuals must be licensed when clamming for private use. Commercial clamming is prohibited unless a waiver is obtained from the Shellfish Committee. Contact Jim Colquhoun at 244-7885 for information.

Marriage licenses are also obtained at the Town Office. If an applicant has been married previously certified copies of divorce or annulment papers, or a death certificate, must be provided. Both parties need to be present to sign the various forms required. There is a \$40.00 fee. The license is good for 90 days from date of issue. If the marriage does not take place within this period, new papers must be filed, and another \$40.00 fee must be paid.

## TOWN CLERK'S REPORT CONTINUED

For the year 2023, the following licenses were issued:

Hunting and Fishing Licenses Issued: 129                      Saltwater Registry Only: 12

Dog Licenses Issued:  
 Males/Females: 5                      Neutered/Spayed: 105                      Service: 1

Recreation Vehicle Licenses Issued:  
 Boats: 420                      ATV's: 53                      Snowmobiles: 57

The Town Clerk receives and files all birth, marriage, and death records for the Town of Southwest Harbor. Certified copies of these records are available at the Town Office for \$15.00. Additional certified copies purchased at the same time are \$6.00 each.

Marriage Licenses Issued:            11

Birth Records Received:            14

The Town Officials and Staff would like to give their condolences to the families and loved ones for the loss of 25 Southwest Harbor residents during 2023.

Archer, Janet Kay	12.28.2023	Lindquist, Muriel T.	02.12.2023
Bradford, Avis Ann	06.26.2023	Lodge, Margaret Bernice	10.18.2023
Burgos, Leonor	06.02.2023	McClung, Mary Goehring	09.17.2023
Chalmers, Sandra H.	09.26.2023	Mead, Warren P.	07.14.2023
Clark, Susan Stanwood	09.26.2023	Morris, Justine Macpherson	02.17.2023
Colson, Willard Farnsworth	03.20.2023	Murphy, Dean Randall	05.09.2023
Crock, John Norman	12.29.2023	Murphy, Ernest A. III	12.16.2023
DeWolfe, George Edward	07.02.2023	Nietz, Marcus Alexander	01.11.2023
Dittmar, John Charles	02.25.2023	Russell, Tara Lee	09.10.2023
Johnston, Kristy M.	11.15.2023	Startin, Rebekah Elizabeth	10.23.2023
Kelley, Nahum E. Jr.	01.12.2023	Scherer, Henry	06.18.2023
Kirby, Irene Theresa	04.06.2023	Seavey, John Anthony	10.01.2023
		Worcester, Joyce Haugen	07.30.2023

Respectfully Submitted,  
 Jennifer E. LaHaye  
 Town Clerk



# *SOUTHWEST HARBOR*

*Police Department*

*PO Box 1048*

*26 Village Green Way, Southwest Harbor, ME 04679*



**John D. Hall**  
Chief of Police

Phone – (207) 244-7911  
Fax – (207) 244-5552

**Franklin Burke**  
Lieutenant

## ANNUAL REPORT FOR THE YEAR 2023



The Southwest Harbor Police Department wishes to extend a heartfelt thank you to Lieutenant Michael Miller who retired this year after 35 years in law enforcement, 28 years was spent serving the citizens of Southwest Harbor and 18 of those years he was the Lieutenant of a very grateful department. He served twice as the Interim Chief between two different Chiefs. I know that I can honestly say it was his professionalism, Integrity, and sense of duty to postpone his retirement to assist me in my transition here. I owe him my deepest respect and thank you for his service.

As for the operations of the department, Franklin Burke was promoted to Lieutenant and has shown that his profound connection to the community and willingness to learn will enable him to succeed in this challenging role. He has spent weeks in different training classes to enable him to better serve the department and broaden his ability and skills for this new position.

We also completed the internal changes to allow us to transfer communication operations to the Fire Department building as a back-up if needed. The Town was able to secure a new generator to run the entire building in case of a power failure.



The Police Department responded to 1,259 calls for service. There were 160 calls that came in as a 911 abandoned call or accidental. Approximately 20% of those were actual calls for help that either our dispatchers or officers discovered to be real emergencies.

Our Dispatchers received 454 calls for the fire department with 282 of those being fire permits issued to residents. They dispatched the Southwest Harbor Tremont Ambulance service 472 times. Our Dispatchers are the unsung heroes who field all the calls for service ranging from the frantic cries for help to the simple questions asked by the public. We owe them a debt of gratitude and thanks.

Respectfully submitted.

Chief John Hall

## Code Enforcement Officer/ Local Plumbing Inspector

### Name & Contact Information:

Katie Higgins  
244-5404

### Office Hours:

Mondays 8:00am to 4:00pm  
Wednesdays 8:00am to 12:00pm  
Fridays 8:00am to 4:00pm

In an on-going effort to streamline and make the permitting process easier, check the Town's web site for applications that can be filled out on-line and e-mailed back to the Town. The Town's web site is [www.southwestharbormaine.org](http://www.southwestharbormaine.org) and the code enforcement office email is [ceo@southwestharbor.org](mailto:ceo@southwestharbor.org).

In 2023 the following permits were issued:

#### Building Permits: (some permits were for more than one item)

- 0 permits issued for projects in the shoreland.
- 4 permits issued for new dwelling units.
- 2 permits issued for stick built.
- 1 permit(s) for modulars.
- 1 permit(s) for mobile homes.
- 18 permits issued for accessory structures.
- 8 permits issued for garages.
- 7 permits issued for additions.
- 7 permits issued for decks.
- 24 permits issued for other (demo, replacements, etc.).

The building permit fees totaled \$6,876.75. The total estimated cost of construction is \$2,667,000.00.

#### Plumbing Permits:

- 23 permits issued for internal plumbing.
- 5 permits were issued for new subsurface wastewater disposal systems.
- 1 permit were issued for replacement subsurface wastewater disposal systems
- 0 permits issued for replacement tank only.
- 2 permits issues for expanded subsurface wastewater disposal systems.

The plumbing fees totaled \$5,270.00 of which \$4,175.00 stays with the Town, and \$1,095.00 goes to the State.

It is the Code Enforcement Office's continuing goal to assist applicants through the permitting process and answer questions or address any concerns.

Respectfully submitted,

Katie Higgins  
Deputy Code Enforcement Officer

## Southwest Harbor Fire Department

The Southwest Harbor Fire Department responded to **284** calls for service during 2023, a 12.3% increase to 2022.

	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>		
Alarms	37	38	30	29	28	33		
Fires	18	20	15	18	19	24	Current Members	26
Hazardous Conditions	33	16	19	17	15	20	Junior Firefighters	2
Vehicle Accidents	10	15	12	13	12	16	Avg. members per call	2.3
Good Intent	31	30	29	20	10	10	Hrs. logged by members.	14,000
EMS/Rescues	104	63	68	18	14	9	Call to on-scene time	7.2min
Service Calls	78	70	60	28	31	6	Accidents or Injuries	0
Other	2	1	2	2	2	1		
<b>Total Calls</b>	<b>284</b>	<b>253</b>	<b>235</b>	<b>145</b>	<b>131</b>	<b>119</b>		

In 2023, the Southwest Harbor Fire Department smoothly incorporated a crucial new role with the addition of our first full-time Firefighter/EMT. Maddox Laurendeau officially assumed this daytime position in October, transitioning from a call firefighter to the department's inaugural full-time member. Maddox, residing in Northeast Harbor with his young family, consistently works four 10-hour days, supplementing the two days already worked by the Fire Chief. This expansion significantly enhances our town's daytime coverage. As the landscape of emergency services evolves, so does our town's fire department. The introduction of this new position marks a significant stride in addressing staffing concerns and ensuring essential redundancy in our community's EMS services. Challenges like housing and work-life balance have contributed to a decline in local membership, while demands persistently increase.

Despite these obstacles, the Southwest Harbor Fire Department, often referred to as "Busy," maintained its strong commitment. Members faced emergencies around the clock, in all weather conditions, displaying a "can do" attitude. The organization's people-centric approach kept morale high, emphasizing a dedication to public safety and community service.

Driven by enthusiasm, the fire department prioritized high-quality training, interagency cooperation, and top-level service. Role models existed at all levels, contributing to the department's statewide reputation. The Southwest Harbor Fire Department remains a symbol of success, with gratitude extended to volunteers, the community, and supportive services for their collective efforts in ensuring safety and protection.

Respectfully,

Chief, Tom Chisholm  
Southwest Harbor Fire Department

## HIGHWAY DEPARTMENT

The highway department had the usual year of ditching, street repair, and culvert replacement. The town rebuilt and paved Lawler Lane, rebuilt the police station parking lot, rebuilt catch basins, re-graded the base material and paved for better draining. The retaining wall also was reconstructed for better draining and retention.

We finally received work on the Federal grant for the replacement of the town garage. Now for the next part of the process for receiving the money to do the project.

Probably had one of the mildest winters on record. Lack of snow had allowed the highway department to have a full season of removing trees on the side of the road. There was tree cutting on Long Pond Road past the blueberry fields with extensive cutting on Hillcrest Road.

I would like to thank the crew, full and part-timers and the water department for lending a hand.

Lastly, thanking the town manager for all the years of dedication and congratulations on your retirement. She will be missed. Thank you, Marilyn.

Respectfully,

Scott Alley

Highway Supervisor

## 2023 Harbormaster Annual Report

2023 was another safe and exciting boating year for Southwest Harbor. We had many visitors come to enjoy the views along with steady commercial and recreational activity at all three Town owned harbor facilities. Recreational boating traffic was steady throughout July, August, and September. Commercial activity was steady within the harbor with barge activity and a productive lobster fishing season for local fisherman. Only one storm, Tropical Storm Lee, caused any major disruption to harbor services and required the Maset Dock floats and ramps to be removed for safety. The Harbor Department welcomed two new Deputies onboard this summer. They did an amazing job in their duties providing seven days a week support in the harbor during the busy summer season.

**Harbor Ordinance:** The Harbor Ordinance has undergone some much-needed updates to aid in improving the functionality of the harbor. One of the most impactful changes has been the change in the "Resident definition for the town. The updated definition that was approved by the voters of Southwest Harbor in November and now reads "Any person who occupies a dwelling within the Town of Southwest Harbor for more than 183 days per calendar year." This has led to a change in the resident and non-resident mooring waiting list lengths as well as leading to increased revenue for the Harbor Department to better serve the harbor community. The mooring waitlist is now also available through the Town's website and is updated as changes occur.

**Maset Dock:** For those who have not seen it, the Harbormaster now has a brand-new office. Many thanks to the Harbor Committee, especially Anne Napier, and the Select Board for their months of planning and work that went into making this much needed new office a reality. Additionally, needed repairs were also conducted on the auxiliary dinghy floats to the east of the boat ramp.

**Lower Town Dock:** The hoist motor on the dock has been rebuilt. A second motor was purchased to serve as a spare in the event either the Maset Town Dock or Lower Town Dock motors need replacement. Having this spare motor will speed up the time it takes to get a hoist back into service.

**Upper Town Dock:** Due to the age, condition, and inconvenient location of the power pole in the Upper Town Dock parking lot, Versant has shifted power to a new pole that now sits outside the pavement area. The existing pole will then be removed, with that area of the parking lot repaired in the Spring of 2024.

Finally, I would like to thank the Harbor Committee and Committee Chairman Nick Madeira for all their hard work, knowledge, and input on multiple harbor projects as well as the daily functionality of the harbor.

Respectfully,  
Jarrod Kushla  
Harbormaster

## PLANNING BOARD

The Planning Board meets regularly to review and administer the Land Use Ordinance (LUO) of Southwest Harbor. It works closely with the Code Enforcement Officer. Together, we attempt to inform and guide applicants through the permitting process. As the needs of our community change and evolve, we review our ordinances to ensure that they meet those needs. To that end, we welcome community input and suggestions at any time.

During the fiscal year July 1, 2022 to June 30, 2023, the Planning Board acted on the following applications and ordinance amendments:

1. An amended site plan for MDI Lobster at 126 Clark Point Road, to relocate a dumpster, add parallel parking along an existing fence, and to relocate the proposed fence, was approved.
2. Linda Higgins asked for a change of use for a structure at 124 Main Street, allowing for an antique shop and 2 apartments. Her application was approved.
3. Up on the Hill, L:LC applicants/owners Masterson and Horner sought approval to construct "Golf of Maine" mini golf course, with a club house and a gift shop at 55 Main Street. Approved.
4. Eighty Degrees South, LLC at 16 Seawall Road sought permission to replace a non-conforming structure. The application was approved.
5. Anne & Chris Hopkins at 90 Clark Point Road asked to replace/expand their non-conforming bunk house structure. The application was tabled with no conclusion by the end of FY 2022-2023.
6. A subdivision plan for 7 lots, The Preserve at Acadia Pines, Map 17 Lot 11, was approved for owner Greg Westra.
7. An amendment to The Ben Worcester III Subdivision at Map 12, Lot 10-02 to allow the division of a lot was approved.
8. The Southwest Harbor Water and Sewer District's application for revisions at their 9 Apple Lane property was approved.
9. An amendment to David and Vickie Lloyd's Seawall Pond Subdivision at Map 19, Lots 21 & 21E to relocate a right of way was approved.
10. Friends of Acadia purchased the former Kingsleigh Inn at 373 Main Street and applied for a change of use from a seasonal B&B to residential use for Acadia National Park employees. The board determined that no change of use was necessary.
11. Land's End Ventures, LLC- Lark Studio, applied for 10, 2 bedroom, multi-family/residential housing units at 388 Main Street. The application was tabled with no conclusion by the end of FY 2022-2023.
12. An application was approved for owners Natasha and Tyler Johnson for a commercial structure with 2 residential units, situated on Milky Way, Map 13, Lot 25-010-003.

Many thanks to the town staff who ensure that our meetings run smoothly, and to all of our dedicated planning board members who serve our community.

Respectfully submitted,

Eric Davis, Planning Board Chairman

## SHELLFISH CONSERVATION COMMITTEE

In 2023, the Shellfish Conservation Committee was not as active as we had planned. We met in person for one scheduled meeting to discuss proposed license allocations for 2024 and agreed to issue an unlimited number of recreational (subsistence digging) licenses, both residential and non-residential. We also agreed to continue to prohibit commercial digging because our resources are too limited and not robust enough to allow commercial use. We attempt to tailor our management objectives to the characteristics of our resource.

Because of the Main Street Road construction and congestion near the Manset Corner, we were unable to conduct the planned survey of the harbor clam populations with the students of the Pemetic School. If the road construction schedule permits, we plan to do that project in late spring of 2024. If not, we hope we can do it after the project is concluded in the fall. We continue to think that we have very valuable historic survey results which would allow us to make an accurate quantitative estimate of the influence of invasive green crabs on the local soft-shell clam resource. And we look forward to the opportunity to help introduce our students to the practice of natural resource management with a meaningful project.

In 2023, we sold 27 licenses which raised \$580. We spent \$280.65 for the publication of mandated notices and equipment. At the end of 2023, we had \$7085.93 available and earmarked for shellfish management under the terms of our ordinance.

Respectfully submitted for the committee,  
Jim Colquhoun, Chair

## Report of Warrant Committee to Select Board for 2025 Fiscal Year

The Warrants presented to the Committee were approved at the March 6, 2024, meeting. We have had discussion on items that are written below. We thank the Select Board for their hard work and long hours with regard to the Budget work.

In the course of interviewing the Highway Department, the committee noted that speeding on Main Street is a continuing problem. The Warrant Committee would like to request the Select Board investigate whether any traffic-calming actions or devices could be installed on Main Street within the existing physical constraints.

In the course of interviewing the Police and Fire Department and the Southwest Harbor Nursing Association/Ambulance department the difficulty of recruitment because of lack of housing that would be affordable to households of moderate and median income was mentioned frequently. The Warrant Committee is also aware of the general lack of affordable workforce housing. Warrant Committee would suggest to the Select Board that it urge the Town's Planning Board to begin to formulate language changes required in the Zoning and Land Use Ordinances to allow and encourage the development of such affordable housing, with specific attention to State Statute requiring such ordinance changes and to the recently adopted Comprehensive Plan language on the topic. The recently approved Comprehensive Plan Update states, among other things, that we need to "seek to achieve at least 10 % of all housing built or placed during the next decade be affordable to households of moderate and median income." Our housing problem also affects those in the middle third of households in town.

We have worked diligently as a team and as such look forward to our concerns being addressed by the Select Board.

Respectfully submitted,

Warrant Committee 2024-2025 Budget

Priscilla Ksionzyk, Chair  
Ellen Pope, Vice Chair  
Anne Trotter, Secretary  
Melanie Lisy  
Lydia Goetze  
Carl Wrubel  
Don Lodge  
Alan Rosenquist



## Southwest Harbor Conservation Commission Town Report for 2023-2024

The Southwest Harbor Conservation Commission currently has 7 Voting Members, and 6 Associate Members. Any resident of Southwest Harbor who is interested in the oversight and protection of the Town's natural resources is invited to participate in the work of the Commission. Meetings are held on the first Wednesday of the month. For specific dates and times, check the Town's website.

### Voting Members:

Kathleen Slack	Francine Mayhew, Co-Chair	Ann Ratcliff, Tree Warden, and Co-Chair
Kathi Lindquist	Kristin Hutchins, Secretary	Eleanor Park, Tree Warden
Ellen Scull	Jane Ayres Peabody, Treasurer (resigned 10/31/23)	

### Associate Members:

Valerie Bodner	Elena Scotti (resigned 12/23)	Terry Powers	Dr. Richard Dimond
Jim Geary	Ann Judd, Treasurer (from 11/23)	Jeff Dutra, Tree Warden (term exp. 7/23)	

Select Board Liaison Natasha Watson

### Tree Program

Offering advice and expertise to residents, the Tree Wardens also supervise new plantings and schedule the annual inspection and subsequent care of existing shade trees in public areas and on the Town's main streets. The annual Tree Fund Appeal raises private money that is combined with town appropriation for yearly pruning, fertilization, or occasional tree removal of Town owned trees. During this past year, in addition to yearly pruning and maintenance of Town trees, a hazard tree was removed at Pemetec School, fertilization of newly planted Town trees at Pemetec and Veterans Park took place in the Spring and the new trees that were planted in front of Pemetec School received additional care of mulching and fertilizing.

The tree wardens are available to partner with residents of the town to identify hazard limbs and trees on private property to promote roadway and sidewalk safety and power line protection. If you have a question about a potential hazard tree and/or limb on your property please contact either Eleanor Park at [epark.swhcc@gmail.com](mailto:epark.swhcc@gmail.com) or Ann Ratcliff at [concommawr@gmail.com](mailto:concommawr@gmail.com).

### Parks and Recreational Areas.

**Two Town Parks and Chris' Pond recreational area are overseen by the Conservation Commission**

### Veterans Park

The Veterans Park in the middle of Town offers passive recreation for those who want to view the beautiful monument listed with names of the veterans of conflicts between 1905 – 2005. Each year on Memorial Day a ceremonial wreath is placed at the memorial to honor the veterans who served in those wars.

In November, 2023, the Conservation Commission sent an appeal to the residents of Southwest Harbor to partner with the Town for a renovation of the Veterans Park to take place in 2024-2025. This small park has seen substantial visitation, particularly during the summer months, by both residents and visitors for nearly 20 years, when it was last refurbished. Plans are in process to freshen the planting beds, renovate the lawn, reset pavers, and replace a number of poorly performing shrubs, taking one section at a time. The Town will budget money in 2024 for a reserve account for future repairs or restoration. The Commission is grateful to Bruce John Riddell, the landscape architect who re-designed the Park in 2003, for his time and continuing advice on this project.

### **Charlotte Rhoades Park**

In 2025, the butterfly gardens at the Charlotte Rhoades Park celebrated their 25<sup>th</sup> anniversary! Master Gardeners and local volunteers continue helping to maintain the park and garden beds every week between April and November. In 2023 fencing repairs took place along the southern property line. The original fencing was installed 25 years ago, and some panels needed to be replaced. Evergreen trees were planted along the north side of the property for increased screening. Donated labor exceeded 450 hours for the 2023 season. Many programs take place during the summer months such as Story Hour for tots on Tuesdays, Junior Naturalist programs on Fridays for elementary school age children, and school field trips in September. Special group visits included weddings, and other celebratory gatherings.

The Conservation Commission is grateful to our resident volunteers and Master Gardeners for their amazing commitment to help maintain Rhoades Park during the summer months. We also deeply appreciate the help of Scott Alley from the Southwest Harbor Public Works Department, who cares for the lawns during the season. Our docent leaders in 2023 were Valerie Bodner, Steve Joyal, Priscilla Hutton, and Sarah White. They offered visitors information about the importance of pollinators and the magic of butterflies. Thanks are due to them for their excellent work from our entire community.

SW Harbor residents are invited to come to an "Open House" on the official opening day of the 2024 season scheduled for June 28<sup>th</sup>.

The Butterfly Release will take place on Thursday, July 25<sup>th</sup>, 2024, with two afternoon sessions. For more information, please visit the park website: [www.rhoadesbutterflygarden.org](http://www.rhoadesbutterflygarden.org).

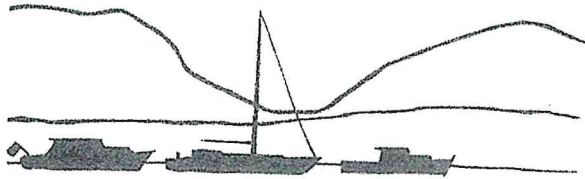
### **Chris' Pond**

For many years, Chris' Pond has been a popular ice-skating location during winters and a warm-weather destination for picnics and watching wildlife during the summer months. Local teachers and students have used the Pond for educational purposes such as aquatic or historical studies. The Conservation Commission has overseen the Pond for more than 30 years. Thanks to the initiative of local residents and students during the 1990's, Chris's Pond went under a conservation easement held by Maine Coast Heritage Trust to benefit the general public as a community natural area and park.

At the May 2023 Town Meeting, residents were given the opportunity to preserve Chris' Pond from future development. By majority vote, two parcels of land offered to the Town by Maine Coast Heritage Trust were accepted by voters. When funding permits, improvements will be made such as safer access and parking, and further pond preservation. Working with the Board of Selectmen, the Conservation Commission will organize a group of interested community volunteers to help look after the Pond property and make recommendations for thoughtful change.

**Advice and Recommendations on Buffering** for Planning Board projects has been part of the Conservation Commission's work for many years, and when needed, qualified Conservation Commission members will continue to offer landscaping advice to applicants.

Respectfully submitted,  
Ann Judd,  
For the Conservation Commission



Southwest Harbor Historical Society

DATE: November 28, 2023

TO: Town and Residents of Southwest Harbor

RE: Annual Report

We recently developed a long-term strategic plan that will keep us busy in the coming years. However, in 2023, we have accomplished the following projects -

- ~ The 1887 Colby Map that was kindly donated was professionally restored by Fine Arts Conservationist Nina Rayer in Portland. It was then professionally framed by Casco Bay Framers, also of Portland. It is now on permanent exhibit in our Museum.
- ~ In 2023 we started having our Museum open during the week and weekends for a total of 15 days from June to mid-October. Each of those days brought several visitors, both local and tourists, with whom we had many interesting conversations while answering several questions about Southwest Harbor and the area. A couple of local visitors brought in items to donate that are relevant to our history. It is always exciting to have local historic items to add to our collection that will help us with future exhibits.
- ~ We have purchased a good supply of the proper archival boxes and paper in which to store our artifacts. This is important in order to preserve the quality of the artifacts, some of which are from over 100 years ago. While these archival supplies can be costly, it is part of our stewardship to preserve our artifacts.
- ~ In May our new and updated website was launched. It is now much more user friendly and gives the user easier navigation to our information.

Our 2024 goal is to present a full series of program/events for the community. We have so much rich history for the Southwest Harbor and Manset areas that we are anxious to be able to share it with visitors to our Museum at the Manset Meetinghouse.

The SWHHS appreciates the \$2,500 support from the town and its residents.

Aimee Williams, Board President

Date



Pemetic Elementary School Annual Report  
March 2024

2023/2024 Enrollment (As of 3/1/24) 123 Students

<u>PreK</u> 14	<u>K</u> 11	<u>1st</u> 14	<u>2nd</u> 12	<u>3rd</u> 16	<u>4th</u> 8	<u>5th</u> 12	<u>6th</u> 10	<u>7th</u> 12	<u>8th</u> 14
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The 2023-2024 school year has been an exciting year for everyone. Collaboration and communication between families, the school and the Southwest Harbor community is helping our students achieve their academic success.

We have welcomed new staff to Pemetic this year; Katie Lawson as the new Head Cook, Martha Sareault as a second-grade classroom teacher, Anika Koontz-Miller, Jonathan Yang, and Paige Lynde have been great additions in the Ed Tech role. We are fortunate to have a staff dedicated to the Pemetic students and the town of Southwest Harbor.

The staff continues to participate in professional development as we keep growing together as a school that thrives for academic excellence and social emotional stability. Early release days provide the teachers and staff the ability to look at student performance data together and develop more targeted instruction that addresses students' individual needs. Working together, we are becoming more cohesive and are working toward becoming a standards-based school with a Multi-Tiered Support System (MTSS) model. MTSS is a tiered system that monitors student progress with increasing levels of support and is based on student learning data.

The Southwest Harbor Library is being utilized by many of our students and staff through programs provided by the library staff. Our students' learning environment is successfully expanding beyond the school walls. Thank You!

Pemetic continues to maintain a safe place where all students, staff and families feel comfortable and welcome. Our school goal focuses on climate, culture, and clarity to ensure all of our staff can play an integral role in our students and schools desired outcomes. Providing clarity for all the school community will help establish a clear vision and help maintain communication amongst all parties. The Pemetic community successfully raised the funds to build a marquee out in front of the school. The marquee provides Pemetic with the opportunity to display all events taking place and keeps the community informed.

Catherine Johnson Grants continue to provide opportunities for the children of Southwest Harbor to experience cultural activities that they might not otherwise be exposed to. During the 2023-2024 school year several events took place: Diverse Cultural Equine Experience (4th-8th), MakerSpace / STEAM Lab (PreK-8th), GRIT (3rd,4th,5th), Japan Studies (3rd), Theatre Integration with SEL (PreK-8th), Author & Illustrator Workshop-Relationships in

Habitats (K, 1), Visiting Artist Series (K-8), After School Arts Series (5-8), Building Community through the Arts (PreK-8th), Learning Across Different Cultures (4th/5th), and the 8th Grade Class Trip (8th). Pemetec is very fortunate to have the Catherine Johnson Fund to support the Arts!

The extracurricular opportunities at Pemetec have kept many of our students actively engaged in sports and musical activities. The Jazz Band, which is a combination of Pemetec & Tremont students, will be competing in the state competition on March 23rd. Good luck! The Island Wide Jazz Night will be on April 11th at Pemetec. The Show Choir has been working diligently to prepare themselves for the performances coming up this spring. The Pemetec/Tremont girls basketball team won their division with the boys coming in second. The soccer and cross-country teams put their best efforts into their seasons and showed everyone what GRIT looks like. Spring sports are just around the corner.

Every month, the Pemetec staff and students celebrate each other's growth and success. Based on improvement & growth within the learning environment, students are recognized for their GRIT and efforts. We also take a moment to celebrate everyone's birthday.

The PTO continues to support our students in a variety of ways. The Holiday Cookie sale was a huge success again this year. The book fair is offered to our school community for two events. The PTO also provides a concession stand at the Great Harbor Shootout basketball tournament. We are fortunate to have a group of dedicated volunteers. Thank you!

A special thank you to the School Committee (John Bench - Chair, Maria Spallino, Cliff Noyes, Susan Allen, and Bo Lisy) for the many hours they commit to Pemetec Elementary. And thank you to the families and community of Southwest Harbor for supporting the students and staff at Pemetec!

Respectfully submitted,

Christine Gray, Ed.D  
Principal, Pemetec Elementary School

# Mount Desert Island and Ellsworth Housing Authorities

80 Mount Desert Street  
PO Box 28  
Bar Harbor, Maine 04609  
Phone 207-288-4770 | Fax: 207-288-4559 | TTY 207-288-4770  
Weston Brehm, Executive Director

## Annual Report

### Southwest Harbor Housing Authority

The mission of The Southwest Harbor Housing Authority (SWHHA) is to provide decent, safe and sanitary housing for income eligible seniors, the disabled and families. The SWHHA's two locations, in town Southwest Harbor, are owned and administered by the MDI & Ellsworth Housing Authorities, and currently house fifty-one individuals and families. Each location has a waiting list for those interested in becoming tenants; applications are always being accepted.

Regionally, The MDI and Ellsworth Housing Authorities' Public Housing and Housing Choice Voucher Programs assisted over seven hundred individuals and families throughout Hancock County in 2023 in the amount of \$4,137,847.00. Payment in lieu of taxes (PILOT) to the Town of Southwest Harbor for 2023 was \$10,203.00.

The Acadia Community Association, the Housing Authorities' 501(c)3, provided programming for seniors across Mount Desert Island, from nutritious Meals on Wheels options, to a myriad of wellness classes for seniors, and minor home repairs for seniors wishing to age in place in their homes.

The Southwest Harbor Housing Authority Commissioners Board, Executive Director, and Staff are sincerely grateful for the continual support of the Southwest Harbor Town Office, the Police Department, the Fire Department, and the Public Works Department of the Town of Southwest Harbor. All help the SWHHA achieve its mission.

The Southwest Harbor Housing Authority Board of Commissioners meets the third Wednesday of each month. The meetings are handicapped accessible and open to public attendance. Please call Theresa at 207-288-4770, extension 127, to confirm the date and time of Board meetings, as dates & times are subject to change.

The Housing Authorities' office is located at 80 Mount Desert Street, in Bar Harbor, ME. The office is open from 8 a.m. to 4 p.m., Monday through Friday. To contact the Housing Authorities, please call 207-288-4770 or e-mail Executive Director H. Weston Brehm at: [weston.brehm@emdiha.org](mailto:weston.brehm@emdiha.org).

Respectfully submitted,

Weston Brehm,  
Executive Director, MDI & Ellsworth Housing Authorities



## Acadia Disposal District Annual Report

2024 for 2023

The Acadia Disposal District (ADD) is an independent quasi-municipal, tax-exempt solid waste corporation with its main office located in the Town of Mount Desert. It received its Certificate of Organization from the State of Maine in 2003. The purpose of the ADD is to assist with the cost-effective, environmentally friendly, efficient, and lawful management, disposal, and recycling of municipal solid waste (MSW) materials on behalf of its member towns. The ADD has an adopted set of by-laws by which the district is operated, and each member community has signed an interlocal agreement as a requirement for joining. Charter Members of the ADD include the Towns of Cranberry Isles, Mount Desert and Trenton; Frenchboro and Tremont have since joined; Southwest Harbor rejoined in 2023. We would welcome additional member communities.

**A. Board of Directors:** In conformance with the member town's interlocal agreements, the Board of Directors consists of one representative per member town. Each director has one vote regardless of the population or evaluation of the town they represent. We encourage anyone with solid waste related questions or comments to contact their local director. The members are:

Cranberry Isles: Director Jim Fortune at [james@cranberryisles-me.gov](mailto:james@cranberryisles-me.gov)

Frenchboro: Director Richard Turner at [rladdturner@gmail.com](mailto:rladdturner@gmail.com)

Mount Desert: Director and Chair Tony Smith at [29parsonscounty@gmail.com](mailto:29parsonscounty@gmail.com)

Southwest Harbor: Director Jim Vallette at [jvallette@southwestharbor.org](mailto:jvallette@southwestharbor.org)

Tremont: Director and Clerk Carey Donovan at [carey3d@gmail.com](mailto:carey3d@gmail.com)

Trenton: Director Martha B. Higgins at [atlmainiac@comcast.net](mailto:atlmainiac@comcast.net)

Treasurer, Kathi Mahar

**B. ADD Website:** The ADD website went online in February 2019. We are working with our web site provider to improve the site. As with last year, we look to update the site by including more information related to solid waste and recycling on it. We can be found at <https://acadiadisposal.org>

### C. Municipal Solid Waste

**a. Recycling:** Most towns who had opted for the Hampden facility "One Bin All In" program have restarted their own program following the closure of that facility in May 2020. The process was doing what it was designed to do but a lack of funds and insufficient management led to the closure, achieving greater than 50% diversion on a number of occasions while it was open. The technology worked. It is anticipated that the facility will offer "One Bin All In" when it reopens with an anticipated start date of 2025.

**b. Municipal Review Committee (MRC):** The MRC is a nine-member Board of Directors (the Board), of which I am one, which works for its 115 member towns, cities, and solid waste districts, who are elected to staggered three-year terms by the member communities. All members of the Board serve the entire membership on an at-large basis with a focus on implementation of the MRC mission for the benefit of the entire MRC region. The MRC mission is to help provide access to safe, sustainable, efficient, and affordable management of MSW with a maximum diversion of materials away from landfills. Board members are not paid as some people seem to believe but are volunteers. The Board is typically comprised of town and city managers, public works directors, finance directors, former bankers, members of their local selectboard or council, managers of solid waste facilities and folks retired from jobs or who participate in volunteer work that lends itself to being a productive Board member. An executive director, consultants, and legal counsel assist the Board with their duties and responsibilities. Additional information about the MRC can be found at [www.mrcmaine.org](http://www.mrcmaine.org).

### **c. MRC and the Hampden Solid Waste Processing Facility:**

Early in August 2022, after many months of negotiations between the Bondholder Trustee, the Receiver, Lienholders, and the MRC, the sale of the waste processing facility in Hampden to the MRC was approved. This was exciting news and marked a significant first phase of the plant's reopening. We then came to terms with the last objecting lienholder, and with that news, the courts were able to approve the sale of the facility to the MRC. After two long years of uncertainty, MRC was excited to take full control of, and make timely decisions on, plant operations. Efforts began to focus on reopening under the new name, Municipal Waste Solutions (MWS), and the successful return to processing MSW and recycling for our members.

As such, later in August, the MRC purchased and owned a state-of-the-art \$80-plus million facility and the land on which it sits. The MRC is excited for this new opportunity — for increased recycling, for less waste to landfill and, for helping the state with its climate goals. The plant is in good operating condition. During its closure, the MRC monitored the plant's control systems and equipment and kept it warm during cold winter months. We know that the plant's technology works. It operated successfully during the seven months prior to its closing, demonstrating that it was capable of accepting and processing waste with diversion rates that exceeded the 50 percent Department of Environmental Protection (DEP) permit requirement. It is important to remember that the prior owner's failure was due to poor management, lack of financing, and delayed permit approval, not the plant itself.

Ownership of the plant offers a unique opportunity for MRC communities to take control of and be responsible for their own municipal solid waste. There is more at stake here than just the plant in Hampden. The state's other processing facilities are aging and have limited capacity. Adding the Hampden plant's capacity and modern technology to the state's solid waste processing infrastructure is critical to meeting the needs of this region. It can also increase statewide recycling and diversion rates and foster more collaboration in efforts to diversify Maine's approach to municipal solid waste management.”

It has been estimated that \$20 million will be needed to successfully restart the plant and cover operating costs until the facility achieves profitability. Rather than asking MRC members to provide this level of funding, MRC solicited proposals from potential private sector partners. MRC identified and agreed to terms with a company called Innovative Resource Recovery (Innovative), a leading resource recovery company that specializes in transforming waste into valuable resources. Innovative is committed to advancing sustainable waste management practices by implementing advanced technologies and fostering collaboration with industry stakeholders.

In June of 2023, the MRC and Innovative announced the signing of a landmark agreement to become co-owners of MWS' Hampden facility. This collaboration marks a significant step forward in advancing sustainable waste management practices and promoting a circular economy in Maine.

The Hampden plant has long been recognized as a crucial hub for effective waste processing and recycling in the region. By bringing together the expertise and resources of MRC and Innovative, this partnership aims to enhance operational efficiencies, expand recycling capabilities, and further reduce the environmental impact of municipal solid waste.

The partnership represents a powerful synergy in our mission to build a more sustainable future. By combining our knowledge, experience, and resources, we are poised to transform waste management practices, maximize recycling rates, and promote environmental stewardship within our communities.

From the MRC, “We are excited to embark on this joint venture with Innovative Resource Recovery. Our shared commitment to innovation and sustainability will enable us to provide more effective waste



management solutions while minimizing the environmental impact. This collaboration is a testament to our dedication to the well-being of our communities and the preservation of our natural resources.”

Innovative expressed their optimism for the partnership, stating, “Joining forces with Municipal Review Committee is a significant milestone for us. We are excited to contribute our expertise in resource recovery to the Hampden facility, working alongside MRC to revolutionize waste management practices and foster a circular economy. Together, we are creating a partnership that is a model for other regions and communities to take for a more sustainable future for generations to come.” The partnership between MRC and Innovative represents a shared commitment to finding innovative solutions for waste management challenges, promoting recycling, and reducing the reliance on landfilling. Through this collaboration, both organizations aim to set new standards for sustainable waste management practices and make a positive impact on the environment and local communities.

Since the partnership was formed, MWS continues to advance engineering and development activities to support a re-start of the Hampden facility in 2025. As part of the due diligence process, the equipment was previously turned on and run as part of Innovative’s due diligence process related to their purchasing a portion of the facility. Since the formation of the partnership, trial runs of the facility were conducted using MSW chosen from a cross section of MRC members representing different recycling approaches, including communities that engage in mixing and sorting, those utilizing curbside recycling, and those relying on local transfer stations for recycling. DEP and the facilities equipment manufacturer were in attendance.

The primary objectives of the trial runs were to verify equipment functionality as well as obtain samples of the organic and fiber streams that will be processed in the expanded anaerobic digestion system. Those feedstock samples were shipped to MWS’s anaerobic digestion technology partner for a series of lab tests to further support the overall modifications to the facility. In addition to the engineering activities, we continue to advance various commercial and regulatory elements of the re-start plan, including key workstreams such as working with the DEP on permitting, identifying additional sources of feedstock that will allow us to fully utilize the facilities capacity, and developing markets for the various products that will be recovered at the facility. MWS expects to construct process modifications this year and commencing commercial operations in 2025.

**D. Maine Waste Generation and Capacity Report:** The DEP released the 2020 & 2021 Municipal Solid Waste Generation and Disposal Report to the legislature. The report is submitted biannually to the Joint Standing Committee on Environmental and Natural Resources and reviews Maine’s solid waste and recycling landscape. We encourage you to review the report on the DEP’s website. Some of the larger points that affect the MRC and MWS are the recycling rate and the disposal capacity.

Predictably, Maine did not meet its goal of a 50% recycling rate for 2020 and 2021 reaching 34% and 33.7% respectively. The report highlights the many factors that affect the recycling rate including global recycling commodity prices. This low rate relative to the State’s goal of 50% is one reason the MRC is focused on reopening MWS and ensuring that it is fully operational thus reducing the reliance on landfills for disposal. The report highlights that there is enough landfill disposal capacity for the next five years at current Maine generated MSW rates. Additional capacity should become available when the MWS plant is operational e.g., less landfill disposal.

This report also touched on the Maine Materials Management Report (MMMR) to be released in January 2024. It highlighted that it would provide recommendations “to treat waste as a valuable resource to be recovered rather than as a liability.” This is what the Hampden facility is designed to do in accordance with the state’s Solid Waste Management Hierarchy. The MMMR will also provide guidance in regard to the DEP’s Extended Producer Responsibility Program for Packaging (EPR) implementation, a summary of which follows here.

### **E. DEP's Extended Producer Responsibility Program for Packaging:**

The MRC has been closely watching and actively participating in the DEP's EPR program law implementation and rulemaking process. Representatives of the Board of Directors and those on the MRC Waste Flow Committee have taken the lead for the MRC in this process. They have conducted meetings with representatives of the DEP in Bangor and participated in the EPR's Producer Exemptions and Municipal Reimbursement stakeholder meetings.

As described in the information on the DEP websites EPR section, in July 2021, the Maine legislature passed a law establishing a stewardship program for packaging. The law shifts the cost of managing packaging waste from municipalities and citizens to producers of the products we buy. It places a fee on producers based on their packaging choices. Payments by producers will be based on the net amount of packaging used and will consider toxicity and whether the packaging is readily recyclable. This will provide incentives for producers to choose more readily recyclable packaging and use less packaging. The program's purpose is to reduce the volume and toxicity and increase the recycling of packaging material. Producers of products will pay into a fund based on the amount and the recyclability of packaging associated with their products. These funds will be used to reimburse municipalities, on a participatory voluntary basis, for eligible recycling and waste management costs, make investments in recycling infrastructure, and help Maine citizens identify their best recycling methods.

After the creation of the law, the process moved into the rulemaking phase of the EPR program that has been completed. Rulemaking provides the details that are required to implement the program described in the law that is not actually outlined in the law itself. The rulemaking process is designed to ensure the consideration of all input provided by "interested parties" of which the MRC and our members are. The DEP further defines the "interested parties" as "stakeholders." The DEP collaborates with stakeholders to develop a draft rule that takes into account comments and concerns from the stakeholders.

Elements that were defined through rulemaking include processes for determining:

- producer payments.
- producer reporting requirements.
- which types of packaging are considered readily recyclable.
- which municipalities are similar municipalities.
- municipal reporting requirements and reimbursements.
- requirements for the assessment for program performance.
- methods for performing audits of recycling, solid waste, and litter.
- a schedule for reporting by the stewardship organization; and
- for reviewing proposed investments for recycling infrastructure and education.

The draft rule is then published for public comment which is where we are now. After a comment period, the department must consider all comments and make changes as appropriate; if substantive changes are made, a new comment period follows. The rule must then be adopted by the Board of Environmental Protection, a citizen board that oversees several DEP activities. Major substantive rules, which may be developed to allow for additional packaging exemptions, also require the approval of Maine's legislature.

DEP has made considerable effort to gather stakeholder input to gather as much information as possible. At the stakeholder meetings representatives of the MRC attended, one thing has been abundantly clear and reinforced. Moving forward, the amount of work required by the DEP, stakeholders and all others concerned with the successful implementation of the program will be tremendous.

**F. Household Hazardous Waste & Universal Waste Collection Day:** The ADD sponsored another successful HHW&UW (Household Hazardous Waste & Universal Waste) collection event on September 23, 2023. We were once again at MDIHS. As before, this year's collection was open from 9:00 AM to 10:00 AM for truckloads of materials from the outer islands then from 10:00 AM to 2:00 PM for the general public. Financial assistance from the League of Towns, use of the MDIHS parking lot, the donation of two roll-off containers from Gott's Disposal, the work of our volunteers and waste vendors we have successfully worked with in the past, helped make this a very successful event. We thank them all. Materials were delivered to us from the same towns as last year.

**Universal Waste (UW):** The comparison summary of universal waste collected in 2022 and 2023 is shown below. Some of the waste is measured per each item; some by weight. This is the first-year flat screen televisions have been collected separately from long outdated ones and broken out and reported separately.

UW Summary Item	2022		2023	
	Units	Weight	Units	Weight
	Each	Pounds	Each	Pounds
Fluorescent Lights	391	NA	542	NA
Batteries:				
Alkaline	NA	295	NA	267
Lead Acid	NA	1,893	NA	1,331
Lithium	NA	38	NA	106
NiCD	NA	29	NA	78
NiMH	NA	26	NA	10
Button Cell Battery	NA	7	NA	4
CFL	21	Ea.	0	NA
U lamp	18	Ea.	0	NA
CPU's and Laptops	NA	558	NA	675
Miscellaneous: Circuit Boards, Drives, Monitors	NA	1,374	NA	1,724
Monitors	NA	148	NA	487
Printers	NA	873	NA	654
Televisions – non-flat screen	NA	2,689	NA	673
Flat Screen Televisions	1 <sup>st</sup> . year broken out		NA	392
Air Conditioners	NA	0	NA	0
Microwaves for recycling	NA	0	NA	0
Smoke Detectors	NA	27	NA	31
Wire and Cable	NA	0	NA	0
Cell Phones	NA	0	NA	0
Freon containing	NA	0	NA	0
PCB Ballasts	NA	0	10	NA
Non-PCB Ballasts	NA	0	35	NA
Hg Containing Devices	NA	1	3	NA
Totals	391	7,957	590	6,432

**Household Hazardous Waste (HHW):** There were 739 units of HHW items collected in 2022 compared to 854 in 2023 with one unit being equal to five gallons or twenty pounds, as applicable. This was another very good collection day for all concerned. The waste materials included oil-based paint, turpentine, varnish, stains, auto fluids, paint removers and strippers, swimming pool and photo chemicals, adhesives, solvents, fertilizer, oven and drain cleaner, fungicides, herbicides, pesticides, acids, and linseed oil. We do not record

exact amounts of the specific waste material; we work with the vendor to estimate the number of units of each.

**G. Regional Household Hazardous Waste Collection Facility:** As reported last year, the ADD is considering the development of a local regional hazardous waste collection facility. Working with members of our congressional delegations, we were successful with our application for funding, being awarded \$350,000 towards the costs of our proposed project. It is the opinion of the ADD that the more opportunities there are for people to properly dispose of such materials the larger the amount of materials will be that are properly managed and disposed of and not end up in the regular trash or other places it should not go. If we are successful with developing a local collection point for these materials, we plan to continue the annual collection that we typically hold as long as it proves a benefit to the people.

We retained the services of a civil and environmental engineering firm to provide us with professional technical support. In brief, the scope of work includes three phases with associated work tasks:

Phase 1: Preliminary Site Identification and Public Education

- Task 1: Regulatory Clarification
- Task 2: Site Selection and Evaluation
- Task 3: Public Education and Input

Phase 2: Permitting

- Task 1: Facility Concept Plans
- Task 2: Permitting

Phase 3: Design and Construction

- Task 1: Facility Design and Construction Administration

To date, we have only committed to Phase 1 of the services with our engineering firm. We want to see the result of the efforts involved with it before committing to additional work.

**H. Student Grants:** As reported in the past, the ADD established a student grant program for schools located in ADD member towns. The grant must be applied for before implementation of a project and there is no deadline for our receipt of an application. We do not have a formal application form but the request for a grant must be made to us in writing. If you have any questions about the grants or the process, please contact Chair Tony Smith at [29parsonscounty@gmail.com](mailto:29parsonscounty@gmail.com)

**I. Insurance:** ADD purchases volunteer, property and casualty and workers compensation insurance from MMA. We are required to carry the workers compensation insurance even though we do not have any employees; volunteer directors are considered when rates are calculated for coverage. The insurance is to cover any lost time suffered by a volunteer should they be hurt while participating in an ADD function e.g., a Board of Directors meeting, the HHW&UW collection, etc. Each year we have received a rebate from MMA for not having filed any claims.

**J. Financial Audit:** We had another successful audit for FY-2023 using the services of James W. Wadman CPA in Ellsworth. Thanks to Treasurer Mahar for her management of our accounts and her preparation of audit materials provided to the auditor. She is key to our audit success.

**K. Summary:** In summary, the Board of Directors of the ADD would like to encourage all residents and taxpayers in our member towns to become active in learning about solid waste issues. We particularly encourage our municipal officials and officers to do so. Even though each director works with the

understanding that they would like to become the solid waste expert in their community, nothing can replace firsthand knowledge.

Our meetings are open to the general public in person or by Zoom and, as of this date, are held at 9:30 A.M. every other Wednesday in the Town of Southwest Harbor's town office located at 26 Village Green Way. The Zoom link is included on each agenda.

Thank you very much for your continued support.

Tony Smith, ADD Chair

(Note: Sources for some of the information in this report include, but are not necessarily limited to, the DEP website; the MRC website and member correspondence and attendance at various meetings.)



**2024 Tax Appropriation Request (submitted December 2023)  
Underground Youth Center and Youth Sports**

Harbor House respectfully requests the support of our town’s taxpayers to help us continue our long tradition of providing quality recreational youth sports programs and youth center activities for the children of our community.

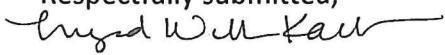
The Harbor House “Underground,” as our free after school Youth Center is popularly called, is a special place for young people to play, hang out and connect with peers under reliable and responsible supervision. The Underground is open after school, during early release and school closure days and some school vacations to all children in grades 3 through 8.

Program offerings at the Underground consistently take in to account the interests of the participating children and we offer dynamic and exciting activities when possible. We continue to offer some collaborative programming with the library and other program offerings include art projects with local artist Mike Duffy and participation in various community holiday celebrations.

Our Sports Program believes in offering our young sports enthusiasts the opportunity to learn sports and practice and hone their skills in a safe, fun and affordable place close to home. Over the past year we provided instruction and game play in soccer, basketball and tee-ball. We continue to collaborate with other area organizations for game play and last winter we were able to once again provide the collaborative 3<sup>rd</sup> through 5<sup>th</sup> grade basketball clinics with Acadian Youth Sports and the MDI High School varsity teams.

There are other great events and programs run by the Youth Sports Department at Harbor House which the appropriation funding does not support, but which contributes to the lives of our youngsters. We continue to offer Camp MAX, a summer camp which integrates sports and island adventures into our weekly schedule and the 29th Annual Great Harbor Shoot Out basketball tournament was once again very successful. 74 teams from all over the state participated in this 3 day junior high and high school tournament which has become Maine’s largest post-season basketball tournament for boys and girls. Somewhere between 4,000- 5,000 people attended this tournament bringing business to our local communities during the slowest time of the year.

Harbor House will continue to promote healthy social interaction, leadership skills and provide creative, educational and athletic outlets for our community’s youth. Town appropriations are vital to the integrity and consistency of the Youth Sports Program and the Underground Youth Center and they cover approximately 62% of the total annual expense for these programs. We are grateful for the longstanding taxpayer support these programs receive.

Respectfully submitted,  
  
Ingrid Wilbur Kachmar  
Executive Director



December 1, 2023

**Board of Trustees**

Linda Hayward, Chair  
Jim Vekasi, Treasurer  
Joanne Harris  
David Kline  
Bill MacIntosh  
Kathryn Nelson  
George Soules  
Charles Stanhope  
Carly Thaggard  
Dennis Wint

**Ex-Officio**

Erich Reed,  
Library Director

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Community Services  
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Development &  
Programming  
Kate Pickup, Director of  
Communications &  
Technology  
Sadie Cooley, Circulation  
Manager & Archivist  
Janet Clifford, Cataloger  
Jack Cordova  
Amanda Crafts  
Kelsey Jones  
Ashley McLean  
Cathy Oehmke

Thank you so much for the dedicated support that the Town has given to your public library; we look forward to seeing you checking out materials or attending future programs. This past year we have seen over 50,000 visits from you and our extended community, and more than 60,000 items have been circulated. We received feedback from over 200 of you about our services and most responses to the question, "What does the Southwest Harbor Public Library mean to you?" can be summed up by the number one enthusiastic response, "Books, books, books!" Coming in as a close second, many survey respondents mentioned how much they enjoyed the art exhibits, interlibrary loan, cloudLibrary, the Digital Archive, AARP tax help, technology to borrow (such as the projector screen and laptops), meeting spaces, and printing/copying/scanning services. All were repeatedly mentioned as major benefits to the community. Patrons also appreciated programming as a big draw in adult and children's services.

One impactful grant we received this year was from federal ARPA money to help support remote workers. We have added more comfortable furniture with power outlets and USB ports, a privacy booth for online and telephone meetings, and electrical outlets in our side garden and front lawn. The availability of our meeting spaces and resources are more transparent to all via our website, where you can make requests to book a space.

We also have been working closely with other Hancock County libraries including Blue Hill Public Library, Buck Memorial Library (Bucksport), Ellsworth Public Library, Friend Memorial Library (Brooklin), Jesup Memorial Library (Bar Harbor), Northeast Harbor Library, Witherle Library (Castine) and we, as a group have implemented two collaborations of note. The first is the formation of the first Maine consortium of eBooks and e-Audiobooks from Overdrive (a collection that will also work with traditional Kindle eReaders). The second initiative is providing an All-Access subscription to NYTimes.com which includes NYT Cooking, NYT Games, The Athletic, and Wirecutter.

In our surveys, we heard repeatedly that the staff is warm, and the library is a very welcoming place where people feel at home. If we can be more welcoming or relevant to you, please let us know, as we are your public library! Thanks again to the Town for the essential support that you give us.

Kind regards,  
Erich Reed, Director



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## Southwest Harbor / Tremont Nursing Service, Inc.

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### **Southwest Harbor / Tremont Ambulance Service**

P.O. Box 437 • Southwest Harbor • Maine 04679

Phone (207) 244-3521

The Southwest Harbor–Tremont Ambulance Service has been serving the citizens of Southwest Harbor and Tremont since its incorporation in 1969. While the needs of the community have changed through the years, the Ambulance Service has maintained a commitment to delivering the highest level of professional emergency service. It is the consistent and ongoing support of both towns, as well as the generous support of individual donors, that enables us to provide year-round emergency care for all our residents and visitors..

Each year the town’s appropriation is used to help fund our operational expenses, which include buying medical supplies, maintaining our ambulances, and employing highly trained EMS personnel. The Covid pandemic, inflation, and other challenges have strained our resources—both human and financial—but we have persevered and responded to more than 475 emergency calls in 2023. Our calls range from life-threatening situations to wellness checks and lift assists, but our well-trained crew members are ready with up-to-date equipment and two ambulances to respond to every situation.

Thank you for helping us serve your community!

Board of Directors: Andy Cline– President, Dave Ashworth – Vice President,

Colleen Maynard – Treasurer, Kristin Hutchins – Secretary, Mike Brengs, Sonia Field, Mary-Anna Fox,

Bonnie Norwood, Jeff Prentice, Ken Rozsahegyi, Colton Sanborn, Shirley Soukup, Margy Vose





36 Mount Desert Street  
P.O. Box 434  
Bar Harbor, Maine 04609-0434  
207 288 3375  
[www.barharborfoodpantry.org](http://www.barharborfoodpantry.org)

## Bar Harbor Food Pantry Annual Report 2023

To the residents of Southwest Harbor,

2023 was another year of records for the Bar Harbor Food Pantry. We served over 900 households this year, a record for us. Those households used the Pantry, onsite or through delivery, over 6000 times, another record.

This year was incredibly challenging due to record-breaking usage. But with the help of our dedicated staff and amazing volunteers, we continued serving our community without interruption.

We serve our customers by collecting donations from community members and businesses like Hannaford and purchasing food through the Good Shepherd Food Bank and from wholesalers. This year, we will have spent over \$140,000 on food purchases alone, giving our customers an estimated \$400,000 worth of food.

The increase in need in our community has been a real eye-opener for the Pantry staff and board. As we move into 2024, we will implement new changes that will help us reach those who need our services the most, no matter where they live in the Greater MDI area. Knowing that we have the support of all the towns that make up our community will make this possible.

Thank you for all that you do to support us and our mission.

Respectfully submitted,

Tom Reeve  
Executive Director



People Helping People

**ANNUAL REPORT TO TOWN OF SOUTHWEST HARBOR  
December 2023**

Downeast Horizons (DEH), founded in 1974, is an organization that assists adults and children with disabilities to find support for their individual needs and to exercise choices whenever possible that result in growth toward increasing and maintaining independence. All individuals supported by DEH have developmental disabilities including cognitive disabilities; Autism and Asperger Syndrome; Down Syndrome; and some have multiple disabilities including physical handicaps. We currently provide services to 35 individuals from the town of Southwest Harbor.

**Home and Community Based Supports:**

All three program locations were considered “high scrutiny” locations for Home and Community Based Supports (HCBS) compliance. Due to that designation, extensive evidence had to be submitted to the State demonstrating that Downeast Horizons is following the new HCBS guidelines. We are required to show that our policies and practices have been updated, to prove that these practices have been implemented, and to demonstrate that staff, participants, and residents have been educated on the new policies and practices. Both Adult Services directors, our Quality Assurance Coordinator, and the Shared Living Coordinator worked diligently to meet the deadlines for all programs to be compliant with the new HCBS rules.

One recently implemented HCBS-related item is the new program participant checklist, a document that must be completed daily by staff for each person attending the program. The new checklist mirrors the language within the new HCBS rules, and was developed in collaboration with the State. Staff began using the new checklist on August 1st.

Much like the community support programs, the residential homes also have new checklists to complete daily. Like the community support checklist, this new document was created in collaboration with the State to meet HCBS guidelines. Staff began filling out the new checklists on August 1st.

**Training:**

The Human Resources Department and both Adult Services directors continue to train much-needed staff for our group homes and programs. More than ever, staff from the Day Programs are being trained as relief staff to work in the homes to fill gaps in staffing.

The main focus of training over the last few months has been on the way our new HCBS-mandated policies and procedures are changing the way Downeast Horizons delivers services. We will continue to work with staff for the next few months to make sure they understand these new rules and regulations. Evidence of their training in these areas will be submitted to the State as part of our compliance package.

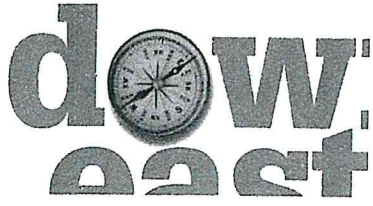
Ongoing HCBS trainings, webinars, and conference calls are scheduled almost weekly to get providers up-to-date with the HCBS process. Both Adult Services directors, the Shared Living Coordinator, and the Quality Assurance Coordinator are working together to ensure Downeast Horizons is represented at these calls and webinars.

Downeast Horizons contracts with a Registered Nurse to teach a State-mandated diabetic training that all Direct Service Providers must receive annually. These classes outline the basics of diabetes care, including diet, signs and symptoms, and blood sugar. An additional, more comprehensive class is given to those staff that work directly with residents and participants diagnosed with diabetes that require blood testing or insulin.

**Agency-Funded Activities:**

Many of the individuals DEHI supports have very limited budgets, so we strive to offer a number of no-cost opportunities for them to enjoy our little corner of Maine the way that everyone should. Some of the truly inspiring events that are made available to our program participants include Timber Tina’s Great Maine Lumberjack Show, Downeast Scenic Railway, the Schooner Margaret Todd, Bar Harbor nature cruises, drive-in movies, the Maine Special Olympics, the Blue Hill and Bangor state fairs, tours of Acadia National Park, and summer weeks at Camp CaPella. We know of no other provider that offers all agency-sponsored activities at no extra cost to program participants. We are so grateful to our generous donors for making these life-enriching activities possible.

The \$1,800.00 generously given by the citizens of Southwest Harbor in 2023 assisted in paying for safety/health building maintenance and repairs; staff training; and client motivation activities. In 2024, DEH will continue to target funds from the towns and individuals for these items. DEHI is grateful to the town of Southwest Harbor for its long-time support and respectfully requests a continuation of that support in FY2024.



November 13, 2023

### Report on Use of Funds

The \$10,000 Downeast Transportation received from the Town of Southwest Harbor for fiscal year 2023 was used to operate the Island Explorer transit system from June 23, 2023 to Indigenous Peoples Day. During that period we operated multiple daily trips between Southwest Harbor, Tremont and Bar Harbor. We carried over 400,000 passengers during the 2023 season, thanks, in no small part to Southwest Harbor's contribution.



### FY 2022-2023 Town Funds Report

During the past year, Downeast Community Partners made the following services available to the community, including Southwest Harbor residents:

- At Home Support for Aging in Place
- Breakthrough Youth
- Care Fund
- Child Care
- Early Head Start
- Emergency Rental Assistance
- Everybody Eats!
- Family Development Accounts
- Financial Coaching
- Friendship Cottage Adult Day Service
- Fuel Assistance
- Head Start
- Helping Hands Garage
- Home Repair
- Maternal and Child Health
- Transportation
- Weatherization
- Whole Family Coaching

The \$3,574.00 appropriated and funded by the Town of Southwest Harbor last year was used to support the continued provision of these services to the community, including Southwest Harbor residents. Thank you!



# Eastern Area Agency on Aging

Town of Southwest Harbor  
PO Box 745  
Southwest Harbor, ME 04679

240 State Street, Brewer, ME 04412  
Tel: (TDD) (207) 941-2865 or (TDD) 1-800-432-7812  
Fax: (207) 941-2869 [www.eaaa.org](http://www.eaaa.org)

Greetings,

It is the mission of Eastern Area Agency on Aging (EAAA) to provide older adults, caregivers, and adults with disabilities in Hancock, Penobscot, Piscataquis, and Washington counties with the information and access to resources they need to be healthy, engaged, and supported in their communities. When we review the past fiscal year, we believe we lived up to that mission, as evidenced by the numbers below:

- Our Resource Specialists assisted 12,863 callers looking for information, assistance, and resources.
- Our Medicare Counselors provided 1,659 community members with health insurance education and counseling, resulting in \$745,549 in savings.
- Our nutrition department delivered 216,584 meals to homebound adults and served 4,454 congregate dining meals.
- Our 345 volunteers provided 24,661 hours of service across our four counties.

We appreciate and value the ongoing support of towns and municipalities. As a nonprofit, community-based organization serving 13,000 square miles, we could not provide this level of service without your generous contribution.

While we recognize this as a time when many organizations are struggling against spiraling inflation and budget cuts, including municipalities, we ask for your consideration in funding Eastern Area Agency on Aging to the fullest extent possible. Older adults are finding it increasingly more challenging to make ends meet; with your support we will continue to provide critical services to your friends, neighbors, and others living within your community.

As a helpful reminder, below we have listed your financial support last year and our request for this year:

- Your town's allocation to EAAA last year: \$0.00
- Amount requested for 2024: \$1,500.00

Thank you for considering providing financial support to Eastern Area Agency on Aging. We know that together, we can rise to the challenge of helping our community members by ensuring that older adults are supported the way they deserve. Every dollar raised advances the well-being and independence of older and disabled adults. We could not do it without you; thank you for your continued trust in EAAA to provide care for the residents of your community. We are happy to answer any questions and are willing to provide more detailed municipality data upon request.

Sincerely,

Christopher Hill  
Communications and Development Director



November 21, 2023

Town of Southwest Harbor  
PO Box 745  
Southwest Harbor, ME 04679-0745

Dear Select Board,

We appreciate the support we have received from the Town of Southwest Harbor in the past, and I am reaching out for support again this year. The support we get from our partnering towns is important in helping us reach our mission to serve patients with life limiting illness and their families. Just this year we went through our strategic planning process and created a plan with a strong focus to grow and serve more patients and families throughout Hancock County.

Our services include companionship/respite for patients and families under hospice and palliative care services, bereavement services through individual and group support, free medical equipment, and Evensong Hospice Choir. We also provide educational workshops on end-of-life topics. Most recently we added a program called "Remember When" for patients to share their stories as part of an audio recording, created by a volunteer.

Southwest Harbor Residents Served to date in 2023  
8 visits received Medical Equipment/Supplies.  
3 hospice patients received Volunteer Support.  
5 HVHC Southwest Harbor resident Volunteers – serving Southwest Harbor and surrounding areas.

We do not receive any state or federal funding and rely on grants, donors, fundraising events, and town support to help us meet our mission. We would like to ask the Town of Southwest Harbor for \$1,000 again this year.

Please let me know what additional things we need to do to be eligible for this funding. Thank you so much for your time, and we hope to hear from you. I can be reached at [kbaillargeon@hospiceofhancock.org](mailto:kbaillargeon@hospiceofhancock.org) or you can call me at 207-667-2531.

Sincerely,

Kathy Baillargeon  
Executive Director

November 20, 2023

To the Residents of Southwest Harbor:

The following is a report to the Southwest Harbor community providing details of Island Connections' programs and activities.

Our mission is to provide free transportation and other services to seniors and people with disabilities on Mount Desert Island and the surrounding islands to enhance their independence and quality of life by utilizing our core group of dedicated volunteers.

The demand for our free transportation services is ever increasing. Since the start of the pandemic, our priority has been to only provide rides to medical appointments and food transport through various food delivery programs, including Meals on Wheels, Food Access Project and our volunteer shopping program. We provide rides to critical medical appointments such as cancer treatments, dialysis treatments, office visits to medical specialists, as well as regular check ups. We drive all over MDI and to Trenton, Ellsworth, Brewer, Bangor and Blue Hill. These rides not only serve our Neighbors but their family members as well, who would otherwise have to take time off work to drive their loved ones to their appointments. We also own and operate a wheelchair accessible van for our Neighbors with mobility challenges, as well as a multi-person van to transport more than one Neighbor at a time whenever possible.

From November 20, 2022 through November 20, 2023, Island Connections achieved the following:

- Provided 5,254 rides for a total of 62,411 miles
- 108 Volunteer Drivers transported 163 Neighbors
- Provided 1039 Grocery Shopping rides (sometimes the Volunteer takes the Neighbor to the store and sometimes the Volunteer does the shopping for them.)
- Added 57 new Neighbors
- Added 26 new Volunteer Drivers

17% of our Neighbors and 18% of our Volunteer Drivers are residents of Southwest Harbor. We are proud to serve the residents of Southwest Harbor and are very grateful for your ongoing support.



Carissa Tinker  
Executive Director



# ISLAND HOUSING TRUST

P O B o x 8 5 1 M o u n t D e s e r t M a i n e 0 4 6 6 0

November 30, 2023

To the Residents of Southwest Harbor:

Thank you so much for granting \$2,500 in 2023 to Island Housing Trust's Home Ownership Assistance Program (HOAP). This program provides needed assistance with down payments to bridge the gap for home buyers' financing, making home ownership more affordable to MDI's year-round workforce.

Since 2011, IHT has assisted 18 buyers (individuals, couples, and families) with down payments to enable them to purchase a home, providing over \$500,000 in down payment assistance. Four of these covenant-protected homes are in Southwest Harbor. In 2023, IHT provided \$85,000 in HOAP funding on MDI.

While the numbers of people served by HOAP may seem small, the results are tremendous. Each HOAP house is protected by affordability covenants, keeping them within reach of families on MDI in perpetuity. HOAP homes stay affordable to the people who teach our children, care for the sick, help us keep food on our tables, and work in our local businesses – the essential workforce of a vital community.

Southwest Harbor's ongoing partnership in our work is especially important. Thank you for continuing to help build strong and thriving communities on MDI.

With gratitude,

Marla O'Byrne  
Executive Director





Keeping neighbors warm this winter.

**Town of Southwest Harbor  
2024 Tax Appropriation Request for Heating Season 2024-2025  
MDI Community Campfire Coalition**

The MDI Community Campfire Coalition was created in 2008 by area non-profits to provide heating assistance to those in need on MDI and the surrounding islands. On behalf of the MDI Community Campfire Coalition, we ask the Town of Southwest Harbor for its support in the amount of \$3,000 to aid us in providing heating assistance to residents of Southwest Harbor next winter.

As of 2015 this program has been jointly managed by Harbor House Community Service Center and The Neighborhood House and all administrative costs associated with the program are absorbed by those organizations. **One hundred percent of all funds raised go directly to heating assistance.** The program normally operates from November 1 through April 30 but for the past few years we have received requests much earlier than normal so we started helping people in mid-October.

Since its inception, the MDI Community Campfire Coalition has helped 1,532 households. During the 2022-2023 heating season we helped 108 households, an increase of 41 households over the prior year. Households helped by town were as follows: **38 households from Southwest Harbor**, 17 from Bar Harbor, 14 from Mount Desert, 31 from Tremont and 8 from the outer islands. **The total value of the heating assistance provided to Southwest Harbor households during the past heating season was \$22,487.**

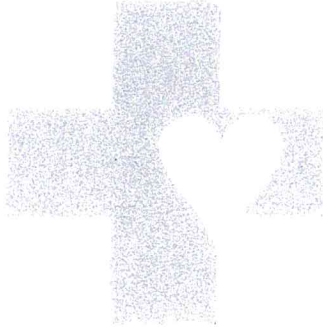
Each applicant who qualified received 125 gallons of fuel or the equivalent in electric, wood, kerosene or propane. We increased the benefit from 100 gallons to 125 gallons in an effort to provide greater assistance during these economically challenging times. To participate in this program, applicants complete an application process and show proof of income. Income guidelines are set on a sliding scale with limits of \$36,420 per individual or \$75,300 for a family of four +.

While it is hard to gauge what the 2024-2025 heating season will look like, given current economic conditions, we expect that the level of applications for the 2024-2025 will be similar to, if not greater than last year. While the need fluctuates from year to year, the Coalition has helped as few as 67 to as many as 158 households in one heating season.

We ask the Town of Southwest Harbor to assist us with \$3,000 to ensure that we will once again be able to respond to those in need this coming winter.

Thank you for your support,

Harbor House Community Service Center, fiscal agent  
The Neighborhood House



# Mount Desert Nursing Association

COMMUNITY & HOME HEALTH CARE SINCE 1949

To: Town and Residents of Southwest Harbor

RE: Annual Report

December 1, 2023

## BOARD OF DIRECTORS

Mazzie Gogolak

*President*

Jerry Miller

*Vice President*

Kay Rand

*Secretary*

Robert Robertson

*Treasurer*

Ann Bissell

Deborah Dewalt

Mark Gauthier

Alexander Gleason, Ph.D., RN

Tricia Nalle

Barbara Steele

Charlotte Thibodeau, RN

Wendy Wood

## Friends of MDNA

Joelle Nolan

Judy Gilkes Benson, BSN, RN

Wanda Fernald, RN

Jill Goldthwait

Ruth Marie Colket

## Professional Staff

Amy McVety, MS, RN

*Executive Director*

Katherine Verville, MS, OTR/L

*Clinical Manager*

Amanda McFetridge

*Patient Care & Billing Coordinator*

Megan Rilkoﬀ

*Development & Communications*

Chiori Beck

*Creative Consultant*

## Clinical Staff

Pamela Bourque, BSN, RN

Brianne Barker, DPT

Kathryn Guthrie, DPT

Julie Poitras, BSN, RN

Sara Somes, BSN, RN

Jim Cotroneo, OTR/L

Brandie McFetridge, RN

12 SUMMIT ROAD

PO BOX 397

NORTHEAST HARBOR, ME

04662-0397

TELEPHONE: 207-276-5184

FAX: 207-276-5185

WWW.MOUNTDESERTNURSING.ORG

The Mount Desert Nursing Association (MDNA) served 26 patients in Southwest Harbor over the past year, delivering over 300 individual visits. Our staff consists of registered nurses, physical and occupational therapists, and PRN clinicians who visit residents' homes to deliver direct care. Their focus is to achieve and maintain the best quality of life by supporting patients to remain healthy in their homes for as long as possible.

We are very grateful for your continued support of \$2,000. These funds support vital services to a growing elderly population, help us provide services not reimbursed by Medicare, and assist those without sufficient health insurance. It is an honor to serve this community and we are excited to celebrate our 75<sup>th</sup> anniversary this summer.

Respectfully submitted,

Megan Rilkoﬀ  
Development & Communications

Amy McVety, MS, RN  
Executive Director

*The Mount Desert Nursing Association's mission is to improve the health, safety, and independence of the people of Mount Desert Island through the delivery of high quality and compassionate skilled nursing and other in-home health care services, advocacy, education, and prevention programs.*

## Mount Height Cemetery Association

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PO Box 861

Southwest Harbor, ME 04679

November 30, 2023

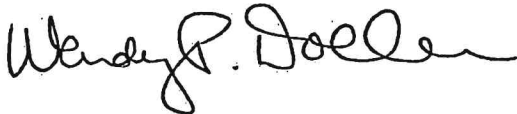
To the Citizens of Southwest Harbor,

The Mount Height Cemetery Association is a private non-profit 501(c)13 corporation in service to the residents of Southwest Harbor. It has, as its charge and responsibility, the sale of plots to town residents as well as the maintenance and upkeep of the entire Cemetery. The Association is a recipient of a private donation which, in conjunction with the town appropriation and a tiny amount from the SWH Cemetery Trust, is generally sufficient to uphold the care requirements of the cemetery lands. Anything more than that is usually not fiscally possible.

While cemetery improvement projects are still in the pipeline, the current focus of the Association is on building our Endowment Fund. Tax-deductible donations can be made to the cemetery, by anyone, in any amount, for the advancement of this goal.

The Mount Height Cemetery Association would like to express its appreciation for the continued support you, our neighbors, provide to our small, committed organization. If anyone would like to join the Association and share that commitment, please contact Wendy Dolliver, President; Nancy Soukup, Secretary; or Amy Young, Superintendent. To arrange for the purchase of a plot, please contact Amy Young, Superintendent.

Sincerely,



Wendy P. Dolliver  
President, Mount Height Cemetery Association



Home Care & Hospice  
Suite 200  
225 Gorham Road  
South Portland, ME 04106

Office 800.757.3326  
Fax 207.400.8891

November 20, 2023

To the Residents of the Town of Southwest Harbor  
PO Box 745  
Southwest Harbor, ME 04679

Re: Written report for Southwest Harbor Annual Report

Northern Light Home Care & Hospice cared for 28 residents of Southwest Harbor in our fiscal year ending September 30, 2023. Twenty-four patients were assisted while they were at home recovering from illness or surgery, and another five received end of life hospice services when the decision was made to stop seeking curative treatments. In total, our clinicians made 565 visits to those patients (as compared to 383 visits to Southwest Harbor patients in 2022). The town of Southwest Harbor benefited by an estimated \$154,995 from these visits and this quality care – a \$54,231 increase from the estimated \$100,764 economic impact in the previous year.

Services in these patients' homes included skilled nursing, rehabilitation therapy (speech, physical, or occupational), and home health aides for assistance with the activities of daily living. Other services provided were wound care, intravenous therapies, nutritional assessments, medication management, and telehealth. Hospice patients received additional services including massage therapy and pain and symptom management. Additionally, families of hospice patients benefited from bereavement support, which our organization provides for loved ones for up to 13 months following death.

In addition to in-home health services, Northern Light Home Care & Hospice also provided telehealth services to residents who would benefit from remote monitoring of vital signs in managing chronic illnesses.

We are very grateful for your continued support of \$1,870. These funds support vital services to a growing elderly population, help us provide services like telehealth that is not reimbursed by Medicare, and assist those without sufficient health insurance.

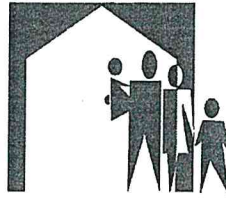
Sincerely,

Madeline Taylor  
Philanthropy Specialist  
Northern Light Home Care & Hospice

*Westside*

*Food*

*Pantry*



*Sharing Is Our Story*

**Town of Southwest Harbor  
Community Service Organization Funding  
2023 Report**

***“We Continue to Do What We Do Best”***

A successful major league baseball pitcher must learn to repeat his delivery to home plate with consistency. And while each pitch may approach the plate differently, it is the pitcher’s consistent delivery that ensures his success. The Westside Food Pantry has for thirty-two years consistently delivered a modest measure of food security to our west side neighbors. Our donors and volunteers are the moving pieces making this delivery each of the eight months of the distribution season—delivery of food vouchers and a simple concern for those we call “neighbors.”

Our work in 2022-23, like all years, is simple: *to help with help that helps.* We didn’t solve inflation! We couldn’t make up for the food stamp reductions by the State of Maine last winter. The steep rise in electricity costs was out of our control. And food prices just continued to climb! Yet, in my eleven years as Pantry Director, there were never more expressions of gratitude from our neighbors for what we do to help. Our neighbors felt the real pinch in their winter budgets. And we—the Westside Food Pantry—were able to do what we do best: respond with help that helps. I pass on to you what was heard over and over at the distribution window as our neighbors received their food vouchers: “I can’t tell you how much this helps.” I can, however, tell you with all sincerity, how important this Southwest Harbor grant is to so many.

The following figures indicate the scope of the work this grant enables:

	<u>2022-23 Distribution Season</u>
Dollar value of vouchers redeemed	\$183,390
Number of adults served	2,219
Number of children served	641
Total Number of neighbors served	2,860
Southwest Harbor Households served	880
Other westside households served	831
New households registered	34

The Westside Food Pantry lives here and serves our “Westside” community. We assist our neighbors among us locally for sure, but the support for this work is widely dispersed. Together, we form a far-flung *Caring Community!* We are blessed that the Town of Southwest Harbor is a member of this *Caring Community*

Dean Henry, for the Westside Food Pantry

*For 33 years!*  
***A Cooperative Sharing of the Westside Communities and St. Andrew & St. John Episcopal Church***  
*P.O. Box 767 \* Southwest Harbor, ME 04679 \* 207-664-8615 \* [westsidefoodpantry@gmail.com](mailto:westsidefoodpantry@gmail.com)*  
*Web: [Westsidefoodpantry.org](http://Westsidefoodpantry.org) \* F-50-ok: Westside Food Pantry*

# Notes



**Town Meeting Warrant  
And  
Secret Ballot Election**

**Monday, May 6, 2024  
And  
Tuesday, May 7, 2024**

**County of Hancock, ss.**

**State of Maine**

To: Chief John Hall, a Constable of the Town of Southwest Harbor, in the County of Hancock, 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 Southwest Harbor, in said county and state, qualified by law to vote in Town affairs, to meet in the Pemetic Elementary School, First Floor Auditorium, in said Town, on **Monday, the 6<sup>th</sup> day of May, 2024 at seven o'clock in the evening**, then and there to act on Articles numbered one [1] through fifty-one [51].

And to notify and warn said inhabitants to meet in the Southwest Harbor Fire Station Meeting Room on **Tuesday, the 7<sup>th</sup> day of May, 2024 at ten o'clock in the forenoon**, then and there to act upon Articles numbered fifty-two [52] through fifty-three [53] by secret ballot, the polling hours therefore to be from 10:00 a.m. to 8:00 p.m.

**Article 1: Election of Moderator** – To choose a Moderator to preside at the meeting.

**Article 2: To fix compensation for the Select Board, Members of the Superintending School Committee, and Members of the Board of Trustees of the Mount Desert Island Regional School District.**

**Article 3: To authorize the Select Board to choose and appoint all other non-elected municipal positions.**

**SOUTHWEST HARBOR SCHOOL DEPARTMENT**

**Note: Articles 4 through 14 authorize expenditures in cost center categories**

**Article 4** To see what sum the School Committee is authorized to expend for **Regular Instruction** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends **\$ 1,931,065**

*Note: 2023-24 Amount was \$1,812,208*

Article 5

To see what sum the School Committee is authorized to expend for **Special Education** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ 1,091,354

*Note: 2023-24 Amount was \$ 947,846*

Article 6

To see what sum the School Committee is authorized to expend for **Career and Technical Education** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ -0-

*Note: 2023-24 Amount was \$ -0-*

Article 7

To see what sum the School Committee is authorized to expend for **Other Instruction** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ 112,841

*Note: 2023-24 Amount was \$ 104,546*

Article 8

To see what sum the School Committee is authorized to expend for **Student & Staff Support** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ 545,516

*Note: 2023-24 Amount was \$ 498,837*

Article 9

To see what sum the School Committee is authorized to expend for **System Administration** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ 105,263

*Note: 2023-24 Amount was \$ 99,104*

Article 10

To see what sum the School Committee is authorized to expend for **School Administration** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ 291,275

*Note: 2023-24 Amount was \$ 265,423*

Article 11

To see what sum the School Committee is authorized to expend for **Transportation & Buses** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$223,968

*Note: 2023-24 Amount was \$ 204,153*



**Article 12** To see what sum the School Committee is authorized to expend for **Facilities Maintenance** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends **\$ 698,383**

*Note: 2023-24 Amount was \$ 629,396*

**Article 13** To see what sum the School Committee is authorized to expend for **Debt Service and Other Commitments** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends **\$ -0-**

*Note: 2023-24 Amount was \$ -0-*

**Article 14** To see what sum the School Committee is authorized to expend for **All Other Expenditures** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends **\$ 65,000**

*Note: 2023-24 Amount was \$65,000*

*Note: Articles 4 – 14 authorize a total budget of \$ 5,064,665*

*Note: 2023-24 Amount was \$4,626,513*

**Note: Articles 15 – 17 raise funds for the Proposed School Budget**

## **Hand Count**

**Article 15** To see what sum the voters of the Town of Southwest Harbor will appropriate for the total cost of funding public education from Kindergarten to grade 12 as described in the Essential Programs and Services Funding Act (**Recommend \$2,105,328**) and to see what sum the voters of the Town of Southwest Harbor will raise as the Town's contribution to the total cost of funding public education from Kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688 for the period July 1, 2024 to June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends **\$1,724,165**

*Explanation: The Town of Southwest Harbor's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise to receive the full amount of state dollars.*

**Hand Count**

**Article 16**

To see what sum the voters of the Town of Southwest Harbor will raise and appropriate for the annual payments on debt service previously approved by the legislative body for non-state-funded school construction projects, non-state funded portions of school construction projects and minor capital projects in addition to the funds appropriated as the local share of the Town of Southwest Harbor's contribution to the total cost of funding public education from Kindergarten to grade 12 for the period July 1, 2024 to June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ -0-

*Explanation: Non-state-funded debt service is the amount of money needed for the annual payments on the Town of Southwest Harbor's long-term debt for major capital school construction projects and minor capital renovation projects that are not approved for state subsidy.*

**Written Ballot Vote Required**

**Article 17**

To see what sum the voters of the Town of Southwest Harbor will raise and appropriate in additional local funds for school purposes (**Recommend: \$2,537,495**) for the period July 1, 2024 to June 30, 2025, which exceeds the State's Essential Programs and Services allocation model (**Recommend: \$2,537,495**) as required to fund the budget recommended by the school committee.

The School Committee recommends \$2,537,495 for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by \$2,537,495: The State funding model underestimates the actual costs to fully fund the 2024-2025 budget.

*Explanation: The additional local funds are those locally raised funds over and above the Town of Southwest Harbor's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state funded debt service that will help achieve the Town of Southwest Harbor's budget for educational programs.*

Note: Articles 15, 16, & 17 raise a total town appropriation of \$4,261,660

Note: 2023-24 Total Town Appropriation was \$4,046,262

Note: Warrant Committee recommended amounts before recent update.

**Note: Article 18 summarizes the proposed school budget and does not authorize any additional expenditures**

**Hand Count**

**Article 18**

To see what sum the voters of the Town of Southwest Harbor will authorize the School Committee to expend for the fiscal year beginning July 1, 2024 and ending June 30, 2025 from the Town's contribution to the total cost of funding public education from Kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

School Committee, Select Board, and Warrant Committee recommends **\$5,064,665**.

*Note: 2023-24 Total Budget was \$4,626,513*

**Article 19**

In addition to the amount in Articles 4 – 18, shall the School Committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year 2024-2025 for school purposes provided that such grants, programs, or other sources do not require the expenditure of other funds not previously appropriated?

School Committee, Select Board, and Warrant Committee recommends passage.

Note: Current Year Totals: \$ 153,943

**GENERAL GOVERNMENT**

**Article 20:** To see what sum the Town will vote to raise and appropriate for **Administration** for the period July 1, 2024 to June 30, 2025.

Requested: \$ 3,407,620

Department	Approved FY 23/24	Requested FY 24/25 Appropriation
Administration	488,508	513,650
CEO/LPI	90,848	94,679
Boards and Committees	3,475	2,375
Contracted Services	716,363	715,565
Insurance	45,147	46,222
Municipal Buildings	40,027	43,688
Highway	312,609	344,553
Police	740,907	813,204
Dispatch	363,459	380,006
Fire	232,815	287,407
Harbor	128,498	166,270
<b>Total</b>	<b>\$3,162,655</b>	<b>\$3,407,620</b>

*Select Board recommends passage of \$3,407,620 due to updated amounts for Contracted Services & Harbor Dept.*

*Warrant Committee recommends passage of \$3,378,518*

*Note: 2023-24 Amount was \$3,162,655*

**Article 21:** To see what sum the Town will vote to raise and appropriate for the Southwest Harbor Public Library for the period July 1, 2024 to June 30, 2025.

Requested: \$ 65,000

*Select Board and Warrant Committee recommends passage.*

*Note: 2023-24 Amount was \$60,000*

**Article 22:** To see what sum the Town will vote to raise and appropriate for Harbor House Youth Center and Recreation Programs for the period July 1, 2024 to June 30, 2025.

Requested: \$ 65,640

*Select Board and Warrant Committee recommends passage.*

*Note: 2023-24 Amount was \$59,640*

**Article 23:** To see what sum the Town will vote to raise and appropriate for the Mount Height Cemetery for the period July 1, 2024 to June 30, 2025.

Requested: \$ 12,500

*Select Board and Warrant Committee recommends passage.*

*Note: 2023-24 Amount was \$12,500*

**Article 24:** To see what sum the Town will vote to raise and appropriate for the Southwest Harbor / Tremont Nursing Service for the period July 1, 2024 to June 30, 2025.

Requested: \$ 105,000

*Select Board and Warrant Committee recommends passage.*

*Note: 2023-24 Amount was \$78,000*

**Article 25:** To see what sum the Town will vote to raise and appropriate for the Downeast Transportation, Inc. (Explorer) for the period July 1, 2024 to June 30, 2025.

Requested: \$ 10,000

*Select Board and Warrant Committee recommends passage.*

*Note: 2023-24 Amount was \$10,000*

**Article 26:** To see what sum the Town will vote to raise and appropriate for Community Service Organizations for the period July 1, 2024 to June 30, 2025.

Requested: \$ 28,894

Organization	Approved FY 23/24	Requested FY 24/25 Appropriation
Bar Harbor Food Pantry	2,500	2,500
Downeast Community Partners	3574	3,574
Downeast Horizons/Health	1,800	1,800
Eastern Agency on Aging	1,500	1,500
Families First	1,000	n/a
Hospice of Hancock County	1,000	1,000
Island Connections	2,500	2,500
Island Housing Trust	2,500	2,500
Life Flight	878	n/a
Loaves & Fisheries Food Pantry of Ells.	n/a	500
MDI Community Campfire Coalition	3,000	3,000
MT Desert Nursing Association	2,000	2,000
Northern Light Home Care	1,870	1,870
SWH Historical Society	2,500	2,500
Westside Food Pantry	2,500	2,500
WIC	1,035	1,150
Loaves & Fishes Food Pantry-NEW	n/a	500
<b>Total</b>	<b>\$30,157</b>	<b>\$28,894</b>

*Select Board and Warrant Committee recommends passage.*

*Note: 2023-24 Amount was \$30,157*

**Article 27:** To see what sum the Town will vote to raise and appropriate for the Reserve Accounts for the period July 1, 2024 to June 30, 2025 with the Municipal Officers being authorized to draw funds from these accounts to be used in accordance with the purpose of the account.

Requested: \$ 637,002

Account	Goal Balance	Projected FY23/24 Year End Balance	Requested FY 24/25 Appropriation
State Revenue Sharing	200,000	292,439	n/a
Wage & Benefit	15,000	20,705	5,000
Tax Abatement	8,000	7,031	3,000
Legal & Accounting	45,000	27,583	15,000
Professional Development	20,000	6,187	30,000
Road Crossing Safety/Maint. Res.	20,000	19,171	0

Water & Sewer Infrastructure	200,000	136,487	173,440
D.A.R.E. Program		1,000	0
School Playground		60,000	0
Town-wide Planning/Consulting	15,000	14,326	0
Unemployment Reserve	10,000	6,667	2,000
Rhoades Park	25,000	11,438	9,000
Tree Fund		0	2,300
Health Retirement Acct.	72,000	9,001	45,000
Historic Cemetery	15,000	5,000	7,000
Shellfish Conservation		7,058	0
Contract Snow Removal	10,000	8,550	3,000
Highway Small Projects	50,000	2,760	45,800
Culvert Replacement	5,000	15,762	0
Highway Salt & Sand	45,000	12,587	45,000
Paving	220,000	83,920	135,250
General Assistance	5,000	10,016	0
Records Preservation	15,000	14,423	0
Junior Fire Department	1,000	900	100
Fire Dept. Donation/Misc. Reserve	n/a	6,400	0
Sidewalk Reserve		0	5,000
Mapping Update	1,500	1,278	2,500
PD Cruiser Emergency Repair	8,000	11,534	0
Police Recruitment Reserve	40,000	17,688	23,362
Police Dept. Donation/Misc. Res.	n/a	4,642	0
Swap Shop	0	283	0
FD Equipment Emergency Repair	12,000	10,199	1,000
Property Revaluation Reserve	n/a	55,500	0
Bond Reserve Fund		154,881	0
Police Dept. Donation/Misc. Reserve	n/a	0	0
Veteran's Park Renovation Reserve*	n/a	0	1,750
Chris' Pond Development Reserve*	n/a	0	2,500
Streetlight Maintenance Reserve*	n/a	0	2,000
Construction Project Reserve*	n/a	0	75,000
Maine FMLA Reserve*	n/a	0	3,000
<b>Total:</b>		<b>\$1,035,418</b>	<b>\$637,002</b>

*Select Board and Warrant Committee recommends passage.*

*Note: 2023-24 Amount was \$381,685*

*Note: \* Indicates a new reserve line item.*

**Article 28:** To see what sum the Town will vote to raise and appropriate for the Capital Improvement Plan Accounts for the period July 1, 2024 to June 30, 2025 with the Select Board being authorized to draw funds from these accounts to be used in accordance with the purpose of the account.

Requested: \$ 335,060

Account	Projected FY23/24 Year End Balance	Requested FY 24/25 Appropriation
Administration Equipment	36,047	0
Administration Municipal Buildings	220,806	6,246
Highway Vehicles & Machinery	511,507	123,630
Highway Sidewalks	-42,815	0
Highway Equipment	24,961	11,748
Police Vehicles	55,376	26,143
Police Protective Equipment	1,974	16,640
Police Dispatch Equipment	-5,689	15,790
Fire Vehicles	187,914	11,763
Fire Equipment	74,833	16,619
Harbor General	49,610	16,161
Harbor Upper Town Dock	116,456	12,296
Harbor Lower Town Dock	109,805	17,966
Harbor Manset Dock & Property	256,710	60,058
<b>Total</b>	<b>\$1,597,494</b>	<b>\$335,060</b>

*Select Board and Warrant Committee recommends passage.*

Note: 2023-24 Amount was \$277,354

**Article 29:** To see what sum the Town will vote to raise and appropriate for Debt Service for the period July 1, 2024 to June 30, 2025.

Requested: \$ 843,617

Bond/Loan	Payoff Year	Principal Balance 6/30/2024	Requested FY 24/25 Appropriation
Main Street -G.O.B.	2033	390,000	54,440
Main Street Constr. Water Portion	2035	486,489	43,033
Main Street Constr. Sewer Portion	2033	236,240	26,711
2018 Road Improvement GOB	2038	1,131,769	113,055
2019 Road Improvement GOB	2039	194,264	17,650
Fire Station	2030	308,000	58,040
Wesley-Mansell Project	2030	668,841	106,291
2018 DW & Lift Station	2050	747,005	31,920
2018 Road Improvement CW	2050	177,012	8,115
Water Tank	2042	334,250	18,570

Re-fi Water Bonds	2027	110,514	60,362
Water Upgrade	2029	68,222	13,025
Water Upgrade	2029	121,776	23,250
Refi Sewer Bonds	2033	508,355	71,860
Main Street Improvement Project	2043	2,601,844	197,295
<b>Total</b>		<b>8,084,581</b>	<b>843,617</b>

*Select Board and Warrant Committee recommends passage.*

*Note: 2023-24 Amount was \$747,496*

**Article 30:** To see if the Town will vote to authorize the Select Board or its designee to apply for and receive money, without further action by Town Meeting, from the State of Maine, United States of America, Maine Municipal Association, and other organizations deemed appropriate by the Select Board which may become available during the ensuing year.

*Select Board recommends passage.*

**Article 31:** To see if the Town will vote to reduce the amount to be raised by taxation by using estimated revenues and fund balances for the Municipal Budget for the fiscal year of July 1, 2024 to June 30, 2025.

Source	Budgeted Amount
Homestead Reimbursement	90,526
BETE Reimbursement	1,493
Payments in Lieu of Taxes	28,135
Municipal Revenue Sharing	0
Maine Local Roads	19,595
Other Revenues	1,105,586
Unassigned Fund Balance	200,000
Revenue Sharing Reserve	317,294
<b>Total</b>	<b>\$1,762,629</b>

*Select Board and Warrant Committee recommends passage.*

**Article 32:** To see if the Town will vote to increase the property tax levy limit of \$3,947,668 established for Southwest Harbor by State Law if the municipal budget approved under the preceding articles will result in a tax commitment that is greater than that property tax levy limit.

*Select Board recommends passage.*

**Article 33:** To see if the Town will vote that the first half of taxes shall be due and payable on or before September 6, 2024 and that the second half of taxes shall be due and payable on or before February 7, 2025 and that interest shall be charged at the annual rate of 8% on any unpaid taxes due on September 6, 2024 beginning September 7, 2024 and on any unpaid taxes due February 7, 2025 beginning February 8, 2025.

*Select Board recommends passage.*



Article 34: To see if the Town will vote to establish the interest rate to be paid to a taxpayer who is found after abatement to have paid an amount of real estate taxes more than the amount finally assessed for 2024 at 4.0% per year on the amount of overpayment.

*Select Board recommends passage.*

Article 35: To see if the Town will vote to accept tax payments prior to the commitment date and to pay interest on said tax payments in the amount of 0% per year figured monthly until the tax commitment date is reached.

*Select Board recommends passage.*

Article 36: To see if the Town will vote to allow a Tax Club for the monthly payment of property taxes under such terms as the Select Board deems advisable.

*Select Board recommends passage.*

Article 37: To see if the Town will vote to accept all Trust Funds as received by the Town of Southwest Harbor Trust Officer during the fiscal year of July 1, 2024 to June 30, 2025.

*Select Board recommends passage.*

Article 38: To see if the Town will vote to have unexpended balances in the Town's accounts at the end of the fiscal year, except those which remain by law or are deemed necessary by the Select Board, transferred to the Unassigned Fund Balance or to any specified reserve fund, as deemed advisable by the Select Board, and to fund overdrafts in the Town's accounts from such unexpended balances, as deemed advisable by the Select Board.

*Select Board recommends passage.*

Article 39: To see if the Town will vote to allow the Select Board to reorganize and redistribute the current funds in the Capital Improvement Plan Accounts and the Reserve Accounts in accordance with the articles previously voted herein as deemed advisable by the Select Board.

*Select Board recommends passage.*

Article 40: To see if the Town will vote to authorize the Select Board to sell and/or dispose of any property acquired by tax liens after first offering the property to the previous owners for payment of all back taxes, fees and interest, and if they decline, advertising for sealed bids on same, and stating the lowest bid acceptable, and to allow the Select Board to authorize the Treasurer to waive automatic lien foreclosures when it is in the best interest of the Town.

*Select Board recommends passage.*

Article 41: To see if the Town will vote to authorize the Select Board to dispose of town owned personal property with a value of \$20,000 or less under such terms and conditions as they deem advisable.

*Select Board recommends passage.*

Article 42: To see if the Town will vote to allow the Select Board to enter multiyear contracts.

*Select Board recommends passage.*

Article 43: To see if the Town will vote to authorize the Select Board to accept on behalf of the Town unconditional gifts of property and/or donations which they feel are in the Town's best interest to accept.

*Select Board recommends passage.*

Article 44: To see if the Town will vote to authorize the Select Board to enter into an agreement with the Southwest Harbor Water and Sewer District to pay the debt service on the Wastewater Treatment Plant Bond under such terms as the Select Board deem appropriate.

*Select Board recommends passage.*

Article 45: To see if the Town will vote to authorize the Select Board to utilize funds in the Southwest Harbor Water and Sewer District Reserve Account for the replacement and upgrade of equipment and infrastructure with an estimated life more than Twenty (20) years as the Select Board deem appropriate.

*Select Board recommends passage.*

Article 46: To see if the Town will vote to authorize the Select Board to establish a reserve fund in the name of **Veteran's Park Renovations Reserve**, with the Select Board being authorized to draw funds from the reserve account to be used in accordance with the purpose of the account.

*Select Board recommends passage.*

Article 47: To see if the Town will vote to authorize the Select Board to establish a reserve fund in the name of **Chris' Pond Development Reserve**, with the Select Board being authorized to draw funds from the reserve account to be used in accordance with the purpose of the account.

*Select Board recommends passage.*

Article 48: To see if the Town will vote to authorize the Select Board to establish a reserve fund in the name of **Streetlight Maintenance Reserve**, with the Select Board being authorized to draw funds from the reserve account to be used in accordance with the purpose of the account.

*Select Board recommends passage.*

Article 49: To see if the Town will vote to authorize the Select Board to establish a reserve fund in the name of **Construction Project Reserve**, with the Select Board being authorized to draw funds from the reserve account to be used in accordance with the purpose of the account.

*Select Board recommends passage.*

Article 50: To see if the Town will vote to authorize the Select Board to establish a reserve fund in the name of **Maine FMLA Reserve**, with the Select Board being authorized to draw funds from the reserve account to be used in accordance with the purpose of the account.

*Select Board recommends passage.*

Article 51: To see if the Town will vote to add Maine Public Employees Retirement System coverage for its full-time firefighters effective July 1, 2024. The Town agrees to:

- A. Add coverage under Special Plan 2C for its permanent, full-time firefighters effective July 1, 2024; and
- B. Continue to provide Special Plan 2C to its permanent, full-time police officers; and
- C. Continue to exclude all other employees and appointed officials, including its elected officials, from participating in The Plan; and
- D. Authorize Town Manager or Select Board Chair to sign the amended agreement between the Town and Maine Public Employees Retirement System.

*Select Board recommends passage.*

**The following articles will be voted on by secret ballot on  
Tuesday, May 7, 2024**

Article 52: **Election of Officers** – To elect all necessary Town Officers as are required to be elected by secret ballot:

One [1] member of the Select Board for a three [3] year term.

Two [2] members of the Superintending School Committee for a three [3] year term.

One [1] member of the Board of Trustees of the Mount Desert Island Regional School District for a three [3] year term.

Article 53: Question 1-


Shall an ordinance entitled “Solid Waste Ordinance” be enacted.

\*\*\*\*\*

The polls will be open from 10:00 a.m. until 8:00 p.m. on Tuesday, May 7, 2024 for the Annual Town Meeting Referendum balloting.


The Select Board hereby gives notice that the Registrar of Voters will be in the Southwest Harbor Town Office in said Town of Southwest Harbor on Friday, May 3, 2024 from 9:00 a.m. until 3:00 p.m. for the purpose of registering new voters.


Given under our hands this 9<sup>th</sup> day of April, 2024.

  
\_\_\_\_\_  
Carolyn Ball, Chair

\_\_\_\_\_  
Natasha Johnson, Vice Chair

  
\_\_\_\_\_  
James Vallette

  
\_\_\_\_\_  
Luke Damon

  
\_\_\_\_\_  
Chapin McFarland

The original warrant is on file at the Town Office. The attested copies are posted at the Town Office, Police Station, and Post Office.

## REAL ESTATE TAXES DUE FOR FY 2022-2023

Total Outstanding as of July 1st, 2023 is \$144,680.72 over 63 accounts

Current Outstanding as of April 1st, 2024 are as follows:

<u>Name</u>	<u>Amount Due</u>
5 Village Green Way LLC	\$3,207.08
Cadillac Creek, LLC	\$29.57
Damon, Ronda L	\$1,569.25
Donovan, Kathy	\$2,683.70
Firefly Meadow, LLC	\$154.01
Gilley, Jack H. JR.	\$1,740.70
Gilley, Jesse R	\$3,530.31
Hamblen, James B.	\$2,813.04
Harper, Sheryl E (2 accounts)	\$17,533.74
Herrick, Bruce D.	\$1,364.71
Jenkins, Floyd Jr. & Jennifer	\$7,429.30
Kelley, Nahum & Melissa	\$1,347.26
Lanpher, John Jr. & Cynthia	\$2,813.94
Lyman, Steven J.	\$2,970.96
Martin, Stacy	\$1,307.27
McCarson, LLC	\$1,288.01
Minctons, David	\$62.51
Murphy, Ernest	\$1,385.76
Murrell, David & Amanda	\$57.75
Pesner, Rina	\$1,638.87
Peter Trout LLC	\$2,235.12
Rand, Susan & William	\$10.12
Raventhorpe, LLC	\$2,846.62
Sawyer, Nancy	\$1,542.18
Sawyer, Ronald	\$1,248.90
Swanson, George G (2 accounts)	\$973.20
Thomas, Jeffrey & Doris	\$751.08
Twigg, Shawn	<u>\$1,916.67</u>
<b>Total for 30 Accounts:</b>	<b>\$66,451.63</b>

## REAL ESTATE TAXES DUE FOR FY 2021-2022

Total Outstanding as of July 1st, 2023 is \$45,929.48 over 18 accounts

Current Outstanding as of April 1st, 2024 are as follows:

<u>Name</u>	<u>Amount Due</u>
Donovan, Kathy	\$2,691.57
Gilley, Jack H. JR.	\$1,772.98
Hamblen, James & Linda	\$2,599.99
Herrick, Bruce D.	\$1,390.47
Kelley, Nahum & Melissa	\$1,355.67
Murphy, Ernest	\$1,418.83
Sawyer, Nancy	\$1,552.55
Sawyer, Ronald B	\$1,259.93
Twigg, Shawn E	<u>\$1,879.45</u>
<b>Total for 9 Accounts:</b>	<b>\$15,921.44</b>

## PERSONAL PROPERTY TAXES DUE FOR FY 2022-2023

Total Outstanding as of July 1st, 2023 is \$6,981.41 on 26 accounts

Current Outstanding as of April 1st, 2024 are as follows:

<u>Name</u>	<u>Amount Due</u>
Aerohydro, Inc	29.46
Burkes Hollow Florist on the West Side	\$71.33
Dockside Inn	\$130.24
Eat-A-Pita Restaurant	\$52.72
Getchell Ice	\$17.05
Haslam, T.E. Corporation	\$117.84
Mac's Convenience Stores LLC	\$781.10
MDI Concrete	\$66.67
MDI Dental Arts	\$38.76
MDI Lobster Company	\$201.57
ME State Hayak	\$57.37
Mt. Desert Spring Water, Inc.	\$682.24
Norumbega Moving & Storage	\$37.22
Quietside Ice Cream Shoppe	\$99.23
Rouge	\$130.24
Sargasso Salon Retreat	\$12.40
Three Pines Fine Jewelry	\$63.58
Tom Cat Tide	\$44.97
Unifi Equipment Finance	\$12.40
<b>Total for 19 Accounts:</b>	<b>\$2,646.39</b>

## PERSONAL PROPERTY TAXES DUE FOR FY 2021-2022

Total Outstanding as of July 1st, 2023 is \$2,277.28 on 21 accounts

Current Outstanding as of April 1st, 2024 are as follows:

<u>Name</u>	<u>Amount Due</u>
Burkes Hollow Florist on the West Side	\$72.04
Catalina Marketing Corporation	\$4.51
Dockside Inn	\$132.06
Eat-A-Pita Restaurant	\$54.03
Haslam, T.E. Corporation	\$118.55
MDI Concrete	\$168.08
MDI Dental Arts	\$39.02
MDI Lobster Company	\$205.60
ME State Hayak	\$66.03
Mt. Desert Spring Water, Inc.	\$690.32
Norumbega Moving & Storage	\$36.01
Quietside Ice Cream Shoppe	\$99.05
Rouge	\$132.06
Sargasso Salon Retreat	\$12.01
Tom Cat Tide	\$46.53
Unifi Equipment Finance	\$12.01
<b>Total for 16 Accounts:</b>	<b>\$1,887.91</b>



**Hancock County Government**

50 State Street, Ste 8 Ellsworth ME 04605  
Telephone: (207) 667-8272  
Email: monica.cease@hancockcountymaine.gov  
Website:hancockcountymaine.gov

County Commissioners:  
William Clark, District #1  
John Wombacher, District #2  
Paul Paradis, District #3

**2024 County Tax Bill  
January - December 2024**

**BILL TO:** Board of Assessors  
Town of Southwest Harbor  
P.O. Box 745  
Southwest Harbor, ME 04679

**DATE:** March 28, 2024  
**STATEMENT #** 2024 Southwest Hbr  
**Mill Rate \* 1000:** 456.08  
**DUE DATE:** September 1, 2024  
**INTEREST ACCRUES AFTER** October 31, 2024  
at 4% Per Annum

Municipality	2024 STATE VALUATION	% of Total Assessment	TAX AMOUNT
Southwest Hbr	953,000,000	4.95%	\$ 426,800.27
Description of Breakdown			Amount
County Assessment			\$ 317,353.69
Jail Operations Assessment			\$ 109,446.58
Debt Service Assessment			\$ -
Overlay			\$ -
<b>Total of Breakdown / Invoice Total</b>			<b>\$ 426,800.27</b>

**TITLE 30-A §706. Apportionment of county tax; warrants**

When a county tax is authorized, the county commissioners, within 30 days of that authorization, shall apportion it upon the municipalities and other places according to the last state valuation and fix the date for the payment of the tax. This date may not be earlier than the first day of the following September. They may add that sum above the sum so authorized, not exceeding 2% of that sum, as a fractional division necessitates and demonstrate that necessity in the record of that apportionment, and issue their warrant to the assessors requiring them to immediately assess the sum apportioned to their municipality or place, and to commit their assessment to the constable or collector for collection. The county treasurer shall immediately certify the millage rate to the State Tax Assessor. The State Tax Assessor shall separately assess this millage rate upon the real and personal property in the unorganized territory within the appropriate county.

*The county may collect delinquent county taxes and charge interest on delinquent county taxes as provided under:  
Title 36, sections 891, 892 and 892-A.*

**PLEASE REMIT THIS PORTION WITH PAYMENT**

**DUE DATE:** September 1, 2024  
**INTEREST ACCRUES AFTER:** October 31, 2024  
at 4% Per Annum

**STATEMENT#** 2024 Southwest Hbr

**REMITTANCE FOR:** 2024 Southwest Hbr  
**SIGNED by ASSESSORS:**

**DATE:** \_\_\_\_\_

**AMOUNT DUE:** **\$426,800.27**

**MAKE CHECK PAYABLE TO:** Hancock County Treasurer  
Remit payment to: 50 State Street Ste 8 Ellsworth, ME 04605





SOUTHWEST HARBOR SCHOOL DEPARTMENT

Regular Instruction	22-23		23-24		23-24		24-25		%	Difference	Explanation
	Actual Expend.	Current Budget	Anticipated Expend.	Proposed Budget	Difference	\$					
Regular Instruction											
1100-1000-510100 Teacher's Salaries: 3-8	852,581	922,057	825,000	984,900	62,843	6.82%					
1100-1000-510200 Ed. Tech. Salaries	18,150	19,065	16,890	20,284	1,219	6.39%				1 ed tech minus Title I Grant	
1100-1000-512300 Substitutes	30,323	45,000	45,000	45,000	-	0.00%				\$125/day	
1100-1000-520100 Medicare/Retire- Tchrs. 3-8	46,239	54,586	48,840	58,306	3,720	6.81%					
1100-1000-520200 Medicare/Retire- Ed. Techs	917	1,129	1,000	1,201	72	6.38%					
1100-1000-520000 SS/Med/Ret - Subs	2,081	3,200	3,300	3,300	100	3.13%				Most subs now under soc sec	
1100-1000-521100 BC/BS: Tchrs. 3-8	192,557	208,117	174,511	215,996	7,879	3.79%				10% Rate Incr / 82% S1000 Share	
1100-1000-521200 BC/BS: Ed. Techs.	17,947	19,792	19,072	20,980	1,188	6.00%				10% Rate Incr / 82% S1000 Share	
1100-1000-521101 Deductible Coverage & Fee	8,884	12,800	12,000	12,000	(800)	-6.25%					
1100-1000-525100 Tuition Reimb - Taxable	7,082	10,000	10,000	10,000	-	0.00%					
1100-1000-525101 Tuition Reimb - Non-Taxabl	7,329	10,000	10,000	10,000	-	0.00%				college courses for teachers & ed techs	
1100-1000-526300 Unemployment	58	4,000	1,500	4,000	-	0.00%					
1100-1000-527100 Worker's Comp. Insurance	18,097	23,000	15,000	18,000	(5,000)	-21.74%					
1100-2190-534000 Other Prof. Svcs: 504 Stud	-	500	500	500	-	0.00%					
1100-1000-534000 Prof. Svcs.: Counsel/ELL	-	5,000	2,500	-	(5,000)	-100.00%				RTI Contracted Counseling	
1100-1000-532000 Special Academic Program	1,075	4,400	4,400	4,400	-	0.00%				SEA/Kip/DARE/Math Counts	
1100-1000-558000 Staff Travel	335	1,500	1,500	-	(1,500)	-100.00%				includes mileage, lodging & food	
1100-1000-561000 Teaching Supplies 3-8	21,087	18,800	18,800	19,450	650	3.46%				\$700/teacher & Lam & Copy Paper/cost/copy	
1100-1000-564000 Textbooks/Workbooks 3-8	4,367	6,870	6,800	11,072	4,202	61.16%				Eureka/Know Atom Science	
1100-1000-573000 Replace/Purch of Equip.	4,202	8,420	8,400	8,987	567	6.73%				Music-PE-Art	
1100-1000-581000 Dues, Fees, Conf. 3-8	1,557	4,525	4,500	4,650	125	2.76%				\$300/conference	
1100-1000-590000 Safety Factor Contingency	-	15,000	15,000	15,000	-	0.00%					
1120-1000-510100 Teacher's Salaries: K-2	169,105	231,830	251,489	268,848	37,018	15.97%				3 Classroom Teachers & MTSS	
1120-1000-520100 Medicare/Retire- Tchrs. K-2	9,106	13,725	14,888	15,916	2,191	15.96%					
1120-1000-521100 BC/BS: Tchrs. K-2	28,294	52,662	47,285	51,514	(1,148)	-2.18%				10% Rate Incr / 82% S1000 Share	
1120-1000-521101 Deductible Coverage & Fee	338	4,000	3,200	3,200	(800)	-20.00%					
1120-1000-558000 Staff Travel	-	450	450	-	(450)	-100.00%					
1120-1000-561000 Teaching Supplies K-2	3,741	2,800	2,800	2,100	(700)	-25.00%				\$700/teacher	
1120-1000-564000 Textbks/Workbks/Period- K-2	6,138	5,510	5,500	5,400	(110)	-2.00%				Eureka	
1120-1000-573000 Replace/Purch of Equip.	547	530	530	1,000	470	88.68%					
1120-1000-581000 Dues, Fees, Conf. K-2	1,127	1,200	1,200	900	(300)	-25.00%				\$300/conference	

SOUTHWEST HARBOR SCHOOL DEPARTMENT

Regular Instruction	22-23		23-24		23-24		24-25		%	Difference	Explanation
	Actual Expend.	Current Budget	Anticipated Expend.	Proposed Budget	\$ Difference	% Difference					
<b>Regular Instruction</b>											
1121-1000-510100 Teacher Salary : Pre-K	24,078	50,098	50,098	54,446	4,348	8.68%					Not Shared w Tremont
1121-1000-520100 Medicare/Retire - Tchr Pre-	1,349	2,966	2,966	3,223	257	8.66%					
1121-1000-521100 BC/BS: Tchr. - Pre-K	2,500	5,000	5,000	5,000	-	0.00%					
1121-1000-510200 Ed. Tech.Salary: Pre-K	11,946	26,459	26,459	28,628	2,169	8.20%					
1121-1000-520200 Medicare/Retire - ET Pre-K	668	1,567	1,567	1,695	128	8.17%					
1121-1000-521200 BC/BS: ET - Pre-K	2,500	5,000	5,000	5,000	-	0.00%					
1121-1000-561000 Teaching Supplies - Pre-K	-	700	700	700	-	0.00%					
1121-1000-564000 Textbooks/Workbks: Pre-K	-	800	800	800	-	0.00%					
1121-1000-573000 Replace/Purch Equip : Pre-	-	310	310	750	440	141.94%					
1121-1000-581000 Dues, Fees, Conf: Pre-K	-	300	300	300	-	0.00%					
2900-1000-510100 Teacher Salary: G & T	-	6,033	7,002	11,347	5,314	88.08%					20% Teacher
2900-1000-520100 Medicare/Retirem - G & T	-	357	415	672	315	88.24%					
2900-1000-521100 BC/BS: G & T	-	1,500	1,000	1,000	(500)	-33.33%					
2900-1000-521101 Deductible Coverage & Fee	-	-	-	-	-	#DIV/0!					
2900-1000-561000 Teaching Supplies - G & T	-	350	300	300	(50)	-14.29%					
2900-1000-561001 Testing Materials- G&T	-	-	-	-	-	#DIV/0!					
2900-1000-581000 G & T: Dues/Fees/Conf.	-	300	300	300	-	0.00%					
<b>Total Regular Instruction</b>	<b>1,496,306</b>	<b>1,812,208</b>	<b>1,674,072</b>	<b>1,931,065</b>	<b>118,857</b>	<b>6.56%</b>					
<b>Article 4</b>	<b>Regular Instruction</b>										

**SOUTHWEST HARBOR SCHOOL DEPARTMENT**

Special Education	22-23		23-24		23-24		24-25		Difference	%	Explanation
	Actual Expend.	Current Budget	Anticipated Expend.	Proposed Budget	Difference	%					
<b>Special Education</b>											
2200-1000-510100 Res. Rm. - Tchr. Salaries	156,941	187,824	175,000	222,597	34,773	18.51%					3.4 teachers
2200-1000-510200 Res. Rm. - Ed. Tech. Sal.	258,811	287,452	305,963	366,330	78,878	27.44%					
2200-1000-520100 Benefits - Teachers - Res F	8,517	11,119	10,360	13,178	2,059	18.52%					
2200-1000-520200 Benefits - Ed. Tech.	15,144	17,018	18,113	21,688	4,670	27.44%					
2200-1000-520201 Benefits - Ed. Tech. Retirer	-	-	-	1,635	1,635	#DIV/0!					Retirement
2200-1000-521100 BC/BS: Tchr. - Res. Rm.	37,865	45,164	30,000	47,874	2,710	6.00%					10% Rate Incr / 82% S1000 Share
2200-1000-521200 BC/BS: Ed. Techs.	93,468	108,865	99,596	137,589	28,724	26.38%					10% Rate Incr / 82% S1000 Share
2200-1000-521101 Deductible Coverage & Fee	3,024	8,800	8,000	8,000	(800)	-9.09%					
2200-1000-525100 Tuition Reimb. (Taxable)	-	3,000	2,000	-	(3,000)	-100.00%					
2200-1000-543000 Repair & Maint. - Equipment	-	200	200	200	-	0.00%					
2200-1000-556000 Tuition	-	-	-	-	-	#DIV/0!					Out of District Place/Transf to Reserve
2200-1000-558000 Staff Travel	-	450	450	450	-	0.00%					includes mileage, lodging & food
2200-1000-561000 Res. Rm. - Teach. Supplies	2,275	1,500	2,000	2,250	750	50.00%					specific requests
2200-1000-561001 Testing Supplies	1,210	744	750	750	6	0.81%					
2200-1000-564000 Textbooks & Periodicals	3,686	3,715	3,700	4,575	860	23.15%					
2200-1000-573000 Replace/Purchase of Equip	342	1,500	1,500	1,600	100	6.67%					
2200-1000-581000 Dues, Fees, Conference	776	900	900	1,200	300	33.33%					
2200-1000-591000 Fund Transfers-Spec Ed R	2,044	-	-	-	-	#DIV/0!					No AOS Reserve Transfer Needed - Maxed out
2500-2330-581200 Dues & Fees - Same Goal	1,025	1,200	1,000	1,200	-	0.00%					
2500-2330-581200 Spec Svcs Assessment	72,086	78,838	78,838	81,807	2,969	3.77%					Part of AOS Assessment
2800-2150-510100 Teacher Salary: Speech	1,963	10,000	5,000	10,000	-	0.00%					
2800-2150-520100 Medicare/Retirem - Speech	-	-	74,089	85,199	85,199	#DIV/0!					Yrs. Exp. Adjusted
2800-2150-521100 BC/BS: Speech	-	-	4,386	5,044	5,044	#DIV/0!					
2800-2150-521101 Deductible Coverage & Fee	-	-	5,000	5,000	5,000	#DIV/0!					
2800-2150-534400 Other Prof Svcs.:Speech	67,796	100,669	-	-	(100,669)	-100.00%					
2800-2150-561000 Speech - Supplies	-	600	1,100	700	100	16.67%					
2800-2150-561001 Speech - Testing Supplies	-	1,500	1,000	800	(700)	-46.67%					DIAL, CELF, TAPS assessments
2800-2150-573000 Speech - Equipment	-	500	525	500	-	0.00%					
2800-2150-581000 Speech - Dues/Fees/Conf.	-	400	400	300	(100)	-25.00%					
2800-2160-534400 Other Prof Svcs.: OT	22,217	35,000	25,000	35,000	-	0.00%					
2800-2180-534400 Other Prof. Svcs.: PT	10,038	25,000	18,000	20,000	(5,000)	-20.00%					
2810-1000-510100 Summer Schl: Tchr.	13,669	15,000	15,000	15,000	-	0.00%					
2810-1000-520100 Summer Schl: Benefits	787	888	888	888	-	0.00%					
<b>Total Special Education</b>	<b>773,684</b>	<b>947,846</b>	<b>888,758</b>	<b>1,091,354</b>	<b>143,508</b>	<b>15.14%</b>					
<b>Article 5</b>	<b>Special Education</b>			<b>\$ 1,091,354</b>							

**SOUTHWEST HARBOR SCHOOL DEPARTMENT**

		22-23	23-24	23-24	24-25		
		Actual	Current	Anticipated	Proposed	\$	%
		Expend.	Budget	Expend.	Budget	Difference	Difference
		Career & Technical Education					
Article 6		\$ -					
<b>Other Instruction</b>							
<b>Co-Curricular</b>							
9100-1000-515000	Co-Curric.: Stipends	41,079	44,854	42,000	43,000	(1,854)	-4.13%
9100-1000-520000	Co-Curric.: Benefits	2,301	2,700	2,600	2,700	-	0.00%
9100-1000-534000	Co-Curric.: Fine Arts Perfor	-	-	-	-	-	#DIV/0!
9100-1000-560000	Co-Curric.: Gen. Supplies	113	2,500	2,500	2,750	250	10.00%
9100-1000-564000	Co-Curric.: Books	-	300	300	300	-	0.00%
9100-1000-560500	Co-Curric.: Equipment	327	1,800	1,800	1,800	-	0.00%
9100-1000-581000	Co-Curric.: Dues and Fees	806	2,000	2,000	800	-	0.00%
9100-1000-589000	Co-Curric.: Wellness Incentif	15,668	30,786	32,000	33,553	2,767	8.99%
9200-1000-515001	Athletic: Stipends - Officials	1,798	3,500	3,000	3,500	-	0.00%
9200-1000-520000	Athletic: Benefits - Officials	948	2,155	2,200	2,350	195	9.05%
9200-1000-520001	Athletic: Benefits - Officials	-	1	1	-	(1)	0.00%
9200-1000-534000	Athletic: Other Prof Svcs	48	400	400	400	-	0.00%
9200-1000-560000	Athletic: Supplies	3,999	3,000	3,000	1,500	500	50.00%
9200-1000-560500	Athletic: Equipment	620	300	350	2,000	(1,000)	-33.33%
9200-1000-581000	Athletic: Dues/Fees/Conf.	67,707	96,096	93,951	96,953	857	0.89%
<b>Total Co-Curricular</b>							
<b>Instruction</b>							
<b>Summer School</b>							
4300-1000-510100	Summer Schl./Learning Lab	12,113	8,000	8,000	15,000	7,000	87.50%
4300-1000-520100	Benefits - Summ Schl/LL	663	450	450	888	438	97.33%
4300-1000-534000	Other Prof. Svcs.-Summ Sc	-	-	-	-	-	#DIV/0!
<b>Total Summer School</b>		12,775	8,450	8,450	15,888	7,438	88.02%
<b>Article 7</b>		\$ 112,841					
<b>Student &amp; Staff Support</b>							
<b>Guidance</b>							
0000-2120-510100	Salaries: Guidance Counse	75,294	78,915	78,915	85,199	6,284	7.96%
0000-2120-520100	Medicare/Retirement	4,005	4,672	4,672	5,044	372	7.96%
0000-2120-521100	Blue Cross/Blue Shield	21,899	24,089	23,213	25,534	1,445	6.00%
0000-2120-521101	Deductible Coverage & Fee	797	1,600	1,600	1,600	-	0.00%
0000-2120-532000	Prof. Svcs.	-	-	-	-	-	#DIV/0!
0000-2120-558000	Staff Travel	-	-	-	-	-	#DIV/0!
0000-2120-561000	Supplies	811	600	700	700	100	16.67%
0000-2120-564000	Books	-	-	-	-	-	#DIV/0!
0000-2120-564300	Periodicals	-	-	-	-	-	#DIV/0!
0000-2120-573000	Equipment	-	500	500	-	(500)	-100.00%
0000-2120-581000	Dues / Fees / Conferences	185	400	400	400	-	0.00%
<b>Total Guidance</b>		102,991	110,776	110,000	118,477	7,701	6.95%
<b>Before/After school homework help</b>							
<b>10% Rate Incr / 82% \$1000 Share</b>							

**SOUTHWEST HARBOR SCHOOL DEPARTMENT**

	22-23	23-24	23-24	23-24	24-25			
	Actual	Current	Anticipated	Proposed				
<b>Student &amp; Staff Support</b>	<b>Expend.</b>	<b>Budget</b>	<b>Expend.</b>	<b>Budget</b>	<b>Budget</b>	<b>Difference</b>	<b>\$</b>	<b>%</b>
								<b>Difference</b>
								<b>%</b>
<b>Health Services</b>								
0000-2130-510100	Salary: Nurse	20,450.00	60,330	78,915	85,199	24,869	24,869	41.22%
0000-2130-520100	Benefits: Nurse	1,794.12	3,572	4,672	5,044	1,472	1,472	41.21%
0000-2130-521100	BC/BS: Nurse	1,330.52	24,089	8,462	9,308	(14,781)	(14,781)	-61.36%
0000-2130-521101	Deductible Coverage & Fee	-	-	800	800	800	800	#DIV/0!
0000-2130-534000	Prof. Svcs.: Nurse Contract	65,865	-	-	-	-	-	#DIV/0!
0000-2130-543000	Contr. Svcs.: Equip. Repair	216	150	150	150	-	-	0.00%
0000-2130-560000	Supplies	1,489	1,300	1,300	1,200	(100)	(100)	-7.69%
0000-2130-564000	Books & Periodicals	-	300	300	-	(300)	(300)	-100.00%
0000-2130-573000	Replace/Purch. Equipment	-	-	-	300	300	300	#DIV/0!
0000-2130-581000	Dues / Fees / Conferences	309	200	300	300	100	100	50.00%
	<b>Total Health Services</b>	91,454	89,941	94,899	102,301	12,360	12,360	13.74%
<b>Improvement of Instruction</b>								
0000-2200-530000	Assess.: Curric. & Techn.	62,742	70,027	70,027	77,153	7,126	7,126	10.18%
0000-2210-510100	Instructional Grants	5,204	7,000	7,000	7,000	-	-	0.00%
0000-2210-515000	Stipends - Cert Com/Mento	2,738	5,000	4,000	5,000	-	-	0.00%
0000-2210-520000	Benefits: Stipends	126	415	415	415	-	-	0.00%
0000-2210-520100	Benefits: Teachers	301	296	237	296	-	-	0.00%
0000-2210-533003	Local W.S./Speakers	1,289	2,000	2,000	2,000	-	-	0.00%
0000-2210-533002	Reading Recovery Cont. Hi	2,000	2,000	3,000	-	(2,000)	(2,000)	-100.00%
0000-2210-561000	Supplies/Books/Period	-	400	400	400	-	-	0.00%
0000-2212-533000	Curriculum Work	1,476	1,608	1,464	2,440	832	832	51.74%
	<b>Total Improve. Of Instruction</b>	75,876	88,746	88,543	94,704	5,958	5,958	6.71%
<b>Library &amp; Audio Visual</b>								
0000-2220-510100	Salaries: Librarian	30,952	33,509	33,267	35,693	2,184	2,184	6.52%
0000-2220-520100	Medicare/Retirement	1,711	1,984	1,970	2,113	129	129	6.50%
0000-2220-521100	Blue Cross / Blue Shield	2,500	2,500	4,231	4,654	2,154	2,154	86.16%
0000-2220-521101	Deductible Coverage & Fee	-	-	800	800	800	800	#DIV/0!
0000-2220-530000	Prof Svcs:Lib Svcs/Superv	-	-	-	-	-	-	#DIV/0!
0000-2220-561000	Supplies	563	350	900	350	-	-	0.00%
0000-2220-564000	Books	3,556	3,500	3,500	3,500	-	-	0.00%
0000-2220-564300	Periodicals	-	500	-	-	(500)	(500)	-100.00%
0000-2220-573000	Replace/Purchase Equipme	-	-	-	-	-	-	#DIV/0!
0000-2220-581000	Dues / Fees / Conferences	-	300	300	300	-	-	0.00%
	<b>Total Library &amp; AV</b>	39,282	42,643	44,968	47,410	4,767	4,767	11.18%

Part of AOS Assessment  
Summer work for AOS  
School Based Nurse  
10% Rate Incr / 82% S1000 Share  
includes travel  
\$20/student for 24-25  
50% Librarian  
10% Rate Incr / 82% S1000 Share



**SOUTHWEST HARBOR SCHOOL DEPARTMENT**

	22-23		23-24		24-25		%	Difference	Explanation
	Actual Expend.	Proposed Budget	Anticipated Expend.	Proposed Budget	\$ Difference	%			
<b>School Administration</b>									
<b>Office of Principal</b>									
0000-2410-510400 Salaries: Principal	102,000	106,080	106,080	112,975	6,895	6.50%			
0000-2410-511800 Salaries: Secretaries	88,836	88,321	88,321	92,563	4,242	4.80%			
0000-2410-520400 Benefits: Principal	5,363	6,280	6,280	6,688	408	6.50%			
0000-2410-520800 Benefits: Secretaries	6,673	6,757	6,757	7,081	324	4.80%			
0000-2410-520801 Benefits: Secretaries(Retire	-	-	-	2,777	2,777	#DIV/0!		Retirement	
0000-2410-521400 BC/BS: Principal	10,485	8,781	8,462	9,308	527	6.00%		10% Rate Incr / 82% S1000 Share	
0000-2410-521800 BC/BS: Secretaries	23,687	28,574	34,049	37,453	8,879	31.07%		10% Rate Incr / 82% S1000 Share	
0000-2410-521401 Deductible Coverage & Fee	2,332	3,200	4,000	4,000	800	25.00%			
0000-2410-544450 Copier Lease/Purchase	5,080	5,080	5,080	5,080	-	0.00%			
0000-2410-554000 Advertising	3,447	3,000	4,000	4,000	1,000	33.33%			
0000-2410-558000 Staff Travel	269	250	250	250	-	0.00%			
0000-2410-560000 Office Supplies / Postage	3,094	3,500	3,500	3,500	-	0.00%			
0000-2410-564000 Books & Periodicals	-	100	100	100	-	0.00%			
0000-2410-573000 Replace/Purchase Equipme	220	1,000	1,000	1,000	-	0.00%			
0000-2410-581000 Dues / Fees / Conferences	1,683	1,500	1,500	1,500	-	0.00%			
0000-2410-589000 Miscellaneous	3,208	3,000	3,000	3,000	-	0.00%		Promotion & HOW Awards	
<i>Total Office of Principal</i>	256,375	265,423	272,379	291,275	25,852	9.74%			
Article 10									
School Administration									
<i>Total</i>									
<i>Total</i>									
<b>Transportation and Buses</b>									
<b>Student Transportation</b>									
0000-2700-511800 Salaries: Bus Drivers	52,466	95,097	95,097	98,583	3,486	3.67%			
0000-2700-520800 Soc.Sec./Medicare	3,577	7,275	7,275	7,542	267	3.67%			
0000-2700-520801 Bus Drivers - Retirement	-	-	-	2,958	2,958	#DIV/0!		Retirement	
0000-2700-521800 BC/BS: Bus Drivers	24,077	43,881	38,145	41,960	(1,921)	-4.38%		10% Rate Incr / 82% S1000 Share	
0000-2700-521801 Deductible Coverage & Fee	-	1,600	1,600	1,600	-	0.00%			
0000-2700-534000 Physicals & Drug Testing	770	1,000	1,000	1,000	-	0.00%			
0000-2700-543000 Contr. Svcs.: Bus Repairs	17,886	22,000	20,000	23,000	1,000	4.55%		Incl. Extra Drivers	
0000-2750-551400 Transp. Purchased fr Privat	-	-	-	-	-	#DIV/0!			
0000-2700-552000 Insurance: Bus	4,201	5,000	4,446	5,125	125	2.50%		On 3 buses & increase cost	
0000-2700-560000 Supplies	509	1,000	1,000	1,000	-	0.00%			
0000-2700-562600 Fuel	13,360	20,000	18,000	20,000	-	0.00%		5300 gallons approx.	
0000-2700-573000 Replace/Purch. Of Equipme	787	7,100	7,100	1,000	(6,100)	-85.92%		Radios for Buses/School	
0000-2700-591000 Purch of Sch/Bus/ Reserve	33,000	-	-	20,000	20,000	#DIV/0!			
0000-2700-581000 Dues/ Fees/ Conference	113	200	200	200	-	0.00%			
<i>Total Transportation</i>	150,748	204,153	193,863	223,968	19,815	9.71%			
Article 11									
Transportation & Buses									
<i>Total</i>									
<i>Total</i>									

SOUTHWEST HARBOR SCHOOL DEPARTMENT

Facilities Maintenance	22-23		23-24		23-24		24-25		Difference	%	Explanation
	Actual Expend.	Current Budget	Anticipated Expend.	Proposed Budget	Difference	%					
<b>Operation &amp; Maint. Of Plant</b>											
0000-2600-511800	Salaries: Custodians	204,811	172,368	172,268	182,212	9,844	5.71%				
0000-2600-520800	Soc. Sec./ Medicare	14,981	13,186	13,179	13,939	753	5.71%				
0000-2600-520801	Custodians - Retirement	-	-	-	5,466	5,466	#DIV/0!			Retirement	
0000-2600-521800	Blue Cross / Blue Shield	23,929	26,344	40,137	44,151	17,807	67.59%			10% Rate Incr / 82% S1000 Share	
0000-2600-521801	Deductible Coverage & Fee	800	800	2,400	2,400	1,600	200.00%				
0000-2600-541000	Utility Svcs.: Sewer / Water	6,219	8,500	7,500	8,500	-	0.00%				
0000-2600-552100	Insurance: Build/Equip/Con	19,361	21,298	22,448	25,815	4,517	21.21%			Building/Liability	
0000-2600-553200	Telephone	7,709	7,000	7,000	7,000	-	0.00%				
0000-2600-560000	Supplies	13,893	20,000	18,000	20,000	-	0.00%			Cleaning & Paper Supplies	
0000-2600-562200	Electricity	55,858	46,000	52,000	55,000	9,000	19.57%			Versant Power	
0000-2600-562300	L.P. Gas - Cafeteria	2,093	3,000	2,800	3,000	-	0.00%			Hot Water & Kitchen stove	
0000-2600-562400	Heating Oil	39,792	48,000	45,000	49,000	1,000	2.08%			14,000 gallons plus overage gal	
0000-2600-573000	Replace/Purchase Equipme	7,999	18,000	18,000	18,000	-	0.00%				
0000-2630-543001	Dues / Fees / Conferences	55	400	400	400	-	0.00%				
0000-2620-543001	Rubbish Removal	3,286	3,500	3,500	3,500	-	0.00%			Increase in rate	
0000-2630-543000	Contr. Svcs.: Building	39,305	60,000	60,000	60,000	-	0.00%			Heating/Air Mechan. Svcs, Inspect., etc	
0000-2640-543000	Contr. Svcs.: Grounds	1,490	5,500	5,500	5,500	-	0.00%			Grounds Maintenance	
0000-2640-543000	Contr. Svcs.: Equip. Repair	5,663	7,000	7,000	7,000	-	0.00%			Electric, Plumb., Elevator, WtrFilter	
	<b>Total Oper. &amp; Maint.</b>	447,245	460,896	477,132	510,883	49,987	10.85%				
<b>Facilities Maintenance</b>											
	<b>Capital Outlay</b>										
0000-2690-545002	Land & Improvements	461	2,500	2,500	5,000	2,500	100.00%			Playgr. Maintenance	
0000-2690-545001	Buildings	172,800	150,000	150,000	150,000	-	0.00%			Anticipated Projects	
0000-2600-591000	Transfer to Maint. Reserve	15,000	15,000	15,000	15,000	-	0.00%				
0000-2600-591000	Transfer to Reserve-Playgr	-	-	-	15,000	15,000	#DIV/0!				
0000-2690-545003	Equipment	-	1,000	1,000	2,500	1,500	150.00%			Classroom Furniture	
	<b>Total Capital Outlay</b>	188,261	168,500	168,500	187,500	19,000	11.28%				
	<b>Article 12</b>					\$ 698,383					



**SOUTHWEST HARBOR SCHOOL DEPARTMENT**

Debt Service	22-23 Actual Expend.	23-24 Current Budget	23-24 Anticipated Expend.	24-25		Difference	%	Explanation
				Proposed Budget	Difference			
0000-5100-583100 Debt Service	-	-	-	-	-	-	#DIV/0!	Debt Retired 11/2020
0000-5100-591000 Debt Service: Interest	-	-	-	-	-	-	#DIV/0!	
0000-5100-591000 Debt Service: Principal	-	-	-	-	-	-	#DIV/0!	
<i>Total Debt Service</i>								
Article 13					\$ -			
<b>All Other Expend</b>								
0000-3100-591000 Food Services	65,000	65,000	65,000	65,000	65,000	-	0.00%	6/30/22 Lunch Fund Balance = \$ 120K
<i>Total Food Services</i>	65,000	65,000	65,000	65,000	65,000	-	0.00%	
Article 14					\$ 65,000			
<b>Grand Totals:</b>	4,008,912	4,626,513	4,438,324	5,064,665	438,152		9.47%	
Article 18					\$ 5,064,665			
<b>Total Expenditures (Summary Article)</b>					\$ 5,064,665			
Reserves:								
Proj. Balance 6/30/2024								
Maintenance	\$ 145,098							
Bus	\$ 33,164							(Playground Amt) \$75K
Special Education	\$ 306,398							

*TOWN OF SOUTHWEST HARBOR, MAINE*

*FINANCIAL STATEMENTS  
WITH INDEPENDENT AUDITOR'S REPORT*

*FOR THE FISCAL YEAR  
ENDED JUNE 30, 2022*

# James W. Wadman

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**CERTIFIED PUBLIC ACCOUNTANT**

James W. Wadman, C.P.A.  
Ronald C. Bean, C.P.A.  
Kellie M. Bowden, C.P.A.  
Wanese L. Lynch, C.P.A.

## *INDEPENDENT AUDITOR'S REPORT*

Members of the Board of Selectmen  
Town of Southwest Harbor  
Southwest Harbor, ME 04679

### *Report on the Audit of the Financial Statements*

#### *Opinions*

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Town of Southwest Harbor, Maine (the Town) as of and for the year ended June 30, 2022, including the related notes to the financial statements, as listed in the table of contents.

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 Southwest Harbor, Maine as of June 30, 2022, 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.

#### *Basis for Opinions*

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

#### *Responsibilities of Management for the Financial Statements*

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

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

#### *Auditor's Responsibilities for the Audit of the Financial Statements*

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

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

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for a reasonable period of time.

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

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, pension disclosure statements and other post-employment benefits disclosure statements on pages 3 through 7 and pages 38 - 47 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The accompanying supplementary information is presented for purposes of additional analysis and are not a required part of the basic financial statements.

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

Respectfully Submitted,

*James W. Wadman, CPA*

James W. Wadman, CPA  
July 11, 2023

**TOWN OF SOUTHWEST HARBOR, MAINE**  
**Management's Discussion and Analysis**  
**For the Fiscal Year Ended June 30, 2022**

The management of the Town of Southwest Harbor, Maine (the Town) offers readers of the Town's financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2022. We encourage readers to consider this information in conjunction with the financial statements and accompanying notes that follow.

**FINANCIAL HIGHLIGHTS – PRIMARY GOVERNMENT**

**Government-wide Highlights:**

**Net Position** – The assets of the Town exceeded its liabilities at the fiscal year ending June 30, 2022 by \$18,043,876 (presented as “net position”). Of this amount, \$5,464,963 was reported as “unrestricted net position”. Unrestricted net position represents the amount available to be used to meet the Town's ongoing obligations to citizens and creditors.

**Changes in Net Position** – The Town's total net position increased by \$883,641 (a 5.1% increase) for the fiscal year ended June 30, 2022.

**Fund Highlights:**

**Governmental Funds – Fund Balances** – As of the close of the fiscal year ended June 30, 2022; the Town's governmental funds reported a combined ending fund balance of \$6,901,649, an increase of \$658,935 in comparison with the prior year. Of this total fund balance, \$1,564,419 represents general unassigned fund balance. This unassigned fund balance represents approximately 17.0% of the total general fund expenditures for the year.

**Long-term Debt:**

The Town's total long-term debt obligations decreased \$506,470 (8.3%) during the current fiscal year. There was no new debt issued during the year. Existing debt obligations were retired according to schedule.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the Town's basic 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 additional required supplementary information (budgetary comparison) and other supplementary information. These components are described below:

**Government-wide Financial Statements**

The government-wide financial statements present the financial picture of the Town from the economic resources measurement focus using the accrual basis of accounting and are designed to provide readers with a broad overview of the Town's finances, in a manner similar to a private-sector business. They distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The statement of net position includes all assets of the Town (including infrastructure) as well as all liabilities (including long-term debt), with the difference between the two reported as net position. The statement of activities shows how the Town's net position changed during the year, regardless of the timing of related cash flows. The government-wide financial statements can be found on pages 8 - 9 of this report.

**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 fund financial statements include statements for two categories of activity – governmental funds and fiduciary funds.

The governmental activities are prepared using the current financial resources measurement focus and the modified accrual basis of accounting and are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, the governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balance provide a reconciliation to explain the differences between the governmental funds and governmental activities. The basic governmental fund financial statements can be found on pages 10 – 11 of this report.

The fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for the government-wide financial statements. The fiduciary fund financial statements can be found on pages 12 – 13 of this report.

**Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and the fund financial statements. The notes to the financial statements can be found on pages 14 – 37 of this report.

**Required Supplementary Information**

This section includes schedules of historical pension and other post-employment benefit information and a budgetary comparison schedule, which includes a reconciliation between the statutory fund balance for budgetary purposes and the fund balance for the general fund as presented in the governmental fund financial statements (if necessary). Required supplementary information can be found on pages 38 –47 of this report.

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

**Net Position**

The largest portion of the Town's net position (59.0%) reflects its investment in capital assets such as land, buildings, equipment and infrastructure (roads, bridges and other immovable assets); less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although, the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

	<i>Governmental Activities 2022</i>	<i>Governmental Activities 2021</i>
Current Assets	\$ 7,621,604	\$ 6,880,690
Noncurrent Assets	\$ 1,100,353	\$ 1,246,096
Capital Assets	\$16,197,930	\$16,290,369
Deferred Outflows	\$ 382,373	\$ 384,358
<i>Total Assets and Deferred Outflows</i>	\$25,302,260	\$24,801,513
Other Liabilities	\$ 1,058,382	\$ 959,695
Long-Term Liabilities	\$ 5,840,178	\$ 6,451,596
Deferred Inflows	\$ 359,823	\$ 229,987
Net Position;		
Invested in Capital Assets	\$10,638,427	\$10,224,395
Restricted	\$ 1,940,486	\$ 1,405,465
Unrestricted	\$ 5,464,963	\$ 5,530,375
<i>Total Liabilities, Deferred Inflows and Net Position</i>	\$25,302,260	\$24,801,513

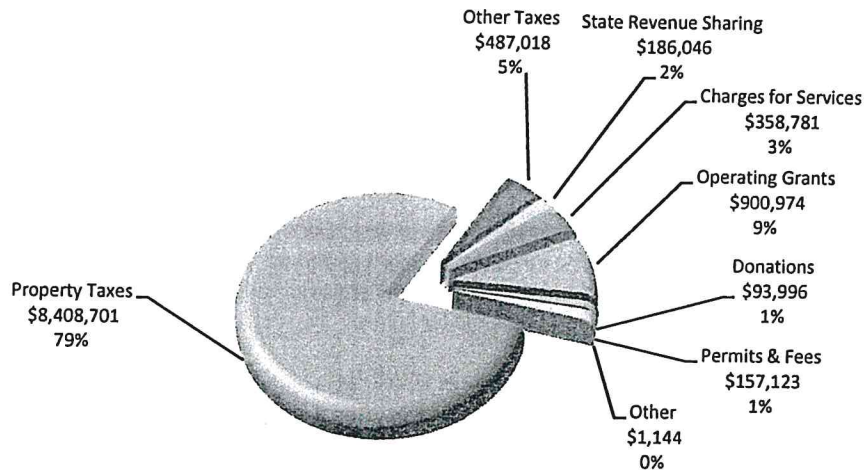
An additional portion of the Town's net position (10.7%) represents resources that are subject to external restrictions on their use. The remaining balance of unrestricted net position (30.3%) may be used to meet the government's ongoing obligations to citizens and creditors.

**Changes in Net Position**

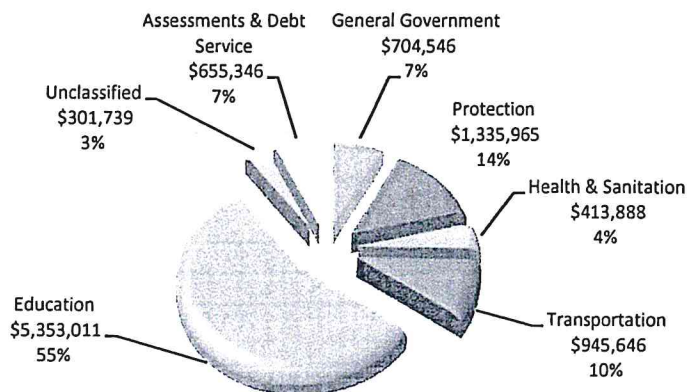
Governmental activities increased the Town's net position by \$883,641. This increase was primarily due to conservative budgeting of revenues and the controlling of expenditures.

	<i>Governmental Activities 2022</i>	<i>Governmental Activities 2021</i>
<i>Revenues;</i>		
Tax Revenues	\$ 8,895,719	\$ 8,697,192
Program Revenues	\$ 1,259,755	\$ 1,210,451
Investments	\$ (18,866)	\$ 115,759
Revenue Sharing	\$ 186,046	\$ 125,479
Donations	\$ 93,996	\$ 58,760
Permits & Fees	\$ 157,123	\$ 152,797
Other	\$ 20,010	\$ 12,189
<b>Total Revenues</b>	<b>\$10,593,782</b>	<b>\$ 10,372,627</b>
<i>Expenses;</i>		
General Government	\$ 704,546	\$ 703,378
Protection	\$ 1,333,965	\$ 1,267,334
Health/Sanitation	\$ 413,888	\$ 408,558
Transportation	\$ 945,646	\$ 896,023
Education	\$ 5,353,011	\$ 3,308,261
Unclassified	\$ 301,739	\$ 290,963
Assessments and Debt Service	\$ 655,346	\$ 452,619
<b>Total Expenses</b>	<b>\$ 9,710,142</b>	<b>\$ 9,327,136</b>
Changes in Net Position	\$ 883,641	\$ 1,045,491

### Revenues by Source - Governmental-Type



## Expenditures by Source - Governmental-Type



### FINANCIAL ANALYSIS OF THE TOWN'S INDIVIDUAL FUNDS

#### Governmental Funds

The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the fiscal year, the Town's governmental funds reported ending fund balances of \$6,901,649, an increase of \$658,935 in comparison with the prior year. Approximately 22.7 percent of this total amount constitutes unassigned fund balance. The remainder is reserved to indicate that it is not available for new spending because it has been committed to liquidate contracts and commitments of the prior fiscal year or for a variety of other purposes.

### GENERAL FUND BUDGETARY HIGHLIGHTS

Variances between actual General Fund revenues and expenditures and the final amended budget included the following:

- \$365,977 positive variance in revenues. Tax revenues were over budget by \$12,583 mainly due to changes in unavailable tax revenue. Excise taxes, State Revenue Sharing, permits & fees and other revenues were over budget by \$190,267 mainly due to conservative budgeting. Grants are over budget \$194,684 primarily due to ARPA grant. This was offset by investment earnings being under budget by \$31,556 due to aggressive budgeting and poor investment returns.
- \$129,651 positive variance in education expenditures which was reconciled to the school records.
- \$213,324 positive variance in assessments & debt service. This is primarily due to overlay.
- \$402,444 positive variance in all other expenditures. This is due to unbudgeted usage of reserve funds for projects within the intended use of each reserve.

### CAPITAL ASSET AND DEBT ADMINISTRATION

#### Capital Assets

The Town's investment in capital assets for its governmental activities amounts to \$31,633,132; net of accumulated depreciation of \$15,435,256, leaving a net book value of \$16,197,876. Current year additions include \$160,623 in school building improvements and equipment; \$24,684 for a school lights and sign; \$9,350 for highway garage improvements; \$193,318 for new highway equipment; \$65,793 for new police department equipment; \$16,346 for harbor camera system. \$20,004 for fire engine refurbish and \$232,348 for paving. There were no current year retirements or impairments. Additional



information on the Town's capital assets can be found in Note 4 of the notes to the financial statements on page 22 of this report.

**Debt**

The Town has total bonded debt outstanding of \$5,545,394 and \$14,110 of capital leases that are backed by the full faith and credit of the Town. Of this amount, the Southwest Harbor Water and Sewer District is responsible for \$1,100,353. The outstanding debt decreased \$506,470 during the current fiscal year. The Town issued no new debt obligations. Additional information on the Town's long-term debt can be found in Note 6 of the notes to the financial statements on pages 22 – 23 of this report.

**REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the Town's finances for all citizens, taxpayers, investors and creditors. This financial report seeks to demonstrate the Town's accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional information should be addressed to: Town of Southwest Harbor, P.O. Box 745, Southwest Harbor, ME 04679.

**TOWN OF SOUTHWEST HARBOR, MAINE**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2022**

(Exhibit I)

	<u>Governmental Activities</u>
<u>Assets and Deferred Outflows</u>	
<u>Assets</u>	
<u>Current Assets:</u>	
Cash and Cash Equivalents	\$4,342,336
Investments at Fair Market Value	\$2,097,841
Accounts Receivable	\$567,492
Inventory	\$17,596
Property Taxes Receivable	\$94,599
Tax Liens and Tax Acquired Property	\$110,027
Beneficial Interest in Assets Held by ICMA	\$29,068
Beneficial Interest in Assets Held by Maine Community Foundation (MCF)	\$362,645
<u>Noncurrent Assets:</u>	
Receivable for long-term debt obligation from Southwest Harbor Water & Sewer District	\$1,100,353
<u>Capital Assets</u>	
Land	\$461,164
Other Capital Assets, net of Accumulated Depreciation	\$15,736,767
Total Capital Assets	<u>\$16,197,930</u>
<u>Total Assets</u>	<u>\$24,919,887</u>
<u>Deferred Outflows of Resources</u>	
Related to Pensions	\$171,183
Related to Other Post-Employment Benefits	\$211,190
<u>Total Deferred Outflows of Resources</u>	<u>\$382,373</u>
<u>Total Assets and Deferred Outflows</u>	<u>\$25,302,260</u>
<u>Liabilities, Deferred Inflows and Net Position</u>	
<u>Liabilities</u>	
<u>Current Liabilities:</u>	
Obligation Under Contracted Salaries	\$274,686
Accounts Payable	\$273,403
<u>Long-Term Liabilities</u>	
Obligation Under Compensated Absences	\$89,723
Net Pension Liability	\$36,068
Net Other Post-Employment Benefits Liability	\$665,177
<u>Capital Leases Payable</u>	
Due within one year	\$4,522
Due in more than one year	\$9,588
<u>Bonds and Notes Payable</u>	
Due within one year	\$505,771
Due in more than one year	\$5,039,622
<u>Total Liabilities</u>	<u>\$6,898,561</u>
<u>Deferred Inflows of Resources</u>	
Related to Pensions	\$147,631
Related to Post-Employment Benefits	\$210,335
Property Taxes Collected in Advance	\$1,857
<u>Total Deferred Inflows of Resources</u>	<u>\$359,823</u>
<u>Net Position</u>	
Net Investment in Capital Assets	\$10,638,427
Restricted	#REF!
Unrestricted	\$5,464,963
<u>Total Net Position</u>	<u>#REF!</u>
<u>Total Liabilities, Deferred Inflows and Net Position</u>	<u>#REF!</u>

The Notes to the Financial Statements are an Integral Part of this Statement.

**TOWN OF SOUTHWEST HARBOR, MAINE**  
**BALANCE SHEET - GOVERNMENTAL FUNDS**  
**JUNE 30, 2022**

(Exhibit III)

<u>Assets</u>	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Permanent Fund - Cemetery Trust</u>	<u>Total Governmental Funds</u>
Cash and Cash Equivalents	\$4,305,120	\$37,216		\$4,342,336
Investments at Fair Market Value	\$1,994,976		\$102,865	\$2,097,841
Accounts Receivable	\$567,492			\$567,492
Inventory	\$17,596			\$17,596
Due From Other Funds		\$30,083		\$30,083
Property Taxes Receivable	\$94,599			\$94,599
Tax Liens and Tax Acquired Property	\$110,027			\$110,027
Beneficial Interest in Assets Held by ICMA	\$29,068			\$29,068
Beneficial Interest in Assets Held by Maine Community Foundation (MCF)		\$362,645		\$362,645
<b><u>Total Assets</u></b>	<b><u>\$7,118,879</u></b>	<b><u>\$429,943</u></b>	<b><u>\$102,865</u></b>	<b><u>\$7,651,687</u></b>
<b><u>Liabilities, Deferred Inflows &amp; Fund Balances</u></b>				
<b><u>Liabilities:</u></b>				
Obligation Under Contracted Salaries	\$274,686			\$274,686
Accounts Payable	\$273,403			\$273,403
Due to Other Funds	\$30,083			\$30,083
<b><u>Total Liabilities</u></b>	<b><u>\$578,172</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$578,172</u></b>
<b><u>Deferred Inflows of Resources</u></b>				
Property Taxes Collected in Advance	\$1,857			\$1,857
Unavailable Property Tax Revenue	\$170,009			\$170,009
<b><u>Total Deferred Inflows of Resources</u></b>	<b><u>\$171,865</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$171,865</u></b>
<b><u>Fund Balance:</u></b>				
Nonspendable	\$17,596			\$17,596
Restricted	\$1,962,314	\$429,943		#REF!
Committed	\$2,760,776			\$2,760,776
Assigned	\$63,736		\$102,865	\$166,602
Unassigned	\$1,564,419			\$1,564,419
<b><u>Total Fund Balances</u></b>	<b><u>\$6,368,841</u></b>	<b><u>\$429,943</u></b>	<b><u>\$102,865</u></b>	<b><u>#REF!</u></b>
<b><u>Total Liabilities, Deferred Inflows &amp; Fund Balances</u></b>	<b><u>\$7,118,879</u></b>	<b><u>\$429,943</u></b>	<b><u>\$102,865</u></b>	<b><u>#REF!</u></b>
<b><u>Total Fund Balance - Governmental Funds</u></b>				<b><u>#REF!</u></b>
<i>Net position reported for governmental activities in the statement of net position is different because:</i>				
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds				\$16,197,930
Deferred outflows of resources related to pension plans and other post-employment benefits				\$382,373
Deferred inflows of resources related to pension plans and other post-employment benefits				(\$357,966)
Delinquent taxes are recognized as revenue in the period for which levied in the government-wide financial statements, but are reported as deferred revenue (a liability) in governmental funds				\$170,009
Some liabilities are not due and payable in the current period and therefore, are not reported in the funds, including:				
Bonds Payable, net of receivable				(\$4,445,041)
Capital Leases Payable				(\$14,110)
Compensated Absences				(\$89,723)
Net Pension and Other Post-Employment Benefits Liabilities				(\$701,245)
<b><u>Net Position of Governmental Activities</u></b>				<b><u>#REF!</u></b>

The Notes to the Financial Statements are an Integral Part of this Statement.

**TOWN OF SOUTHWEST HARBOR, MAINE**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES - GOVERNMENTAL FUNDS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

(Exhibit IV)  
 (Page 1 of 2)

	General Fund	Special Revenue Funds	Debt Service Fund	Permanent Fund - Cemetery Trust	Total Governmental Funds
<b>Revenues:</b>					
Tax Revenues	\$8,402,704				\$8,402,704.05
Intergovernmental			\$175,163		\$175,163.38
Local Road Assistance	\$18,628				\$18,628.00
Excise Taxes	\$487,018				\$487,017.88
State Revenue Sharing	\$186,046				\$186,045.88
State On-Behalf Contributions	\$256,268				\$256,267.73
Investment Earnings (Losses)	\$22,444	(\$31,813)		(\$9,497)	(\$18,865.54)
Interest on Delinquent Taxes	\$13,842				\$13,841.60
Docks & Floats	\$109,839				\$109,838.99
Solid Waste Revenue	\$7,879				\$7,878.60
Donations		\$93,996			\$93,995.80
Permits & Fees	\$157,123				\$157,123.21
Grant Revenues	\$194,684				\$194,684.41
Other Revenues	\$5,205				\$5,204.52
<b>Total Revenues</b>	<b>\$9,861,679</b>	<b>\$62,182</b>	<b>\$175,163</b>	<b>(\$9,497)</b>	<b>\$10,089,529</b>
<b>Expenditures (Net of Governmental Revenues):</b>					
<b>Current:</b>					
General Government	\$637,516	\$54,565			\$692,081
Protection	\$1,225,608	\$240			\$1,225,848
Health & Sanitation	\$413,888				\$413,888
Transportation	\$432,273				\$432,273
Education	\$4,413,947				\$4,413,947
State On-Behalf Contributions	\$256,268				\$256,268
Unclassified	\$269,043			\$3,708	\$272,751
Assessments and Debt Service	\$840,910		\$175,163		\$1,016,073
<b>Capital Outlay, net of Retirements</b>	<b>\$722,465</b>				<b>\$722,465</b>
<b>Total Expenditures</b>	<b>\$9,211,918</b>	<b>\$54,805</b>	<b>\$175,163</b>	<b>\$3,708</b>	<b>\$9,445,594</b>
<b>Excess Revenues Over Expenditures</b>	<b>\$649,761</b>	<b>\$7,378</b>	<b>\$0</b>	<b>(\$13,204)</b>	<b>\$643,935</b>
<b>Other Financing Sources (Uses):</b>					
Operating Transfers In	\$15,000				\$15,000
<b>Total Other Financing Sources (Uses)</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,000</b>
<b>Excess Revenues and Other Sources Over Expenditures and Other Uses</b>	<b>\$664,761</b>	<b>\$7,378</b>	<b>\$0</b>	<b>(\$13,204)</b>	<b>\$658,935</b>
<b>Beginning Fund Balances</b>	<b>\$5,704,080</b>	<b>\$422,566</b>	<b>\$0</b>	<b>\$116,069</b>	<b>\$6,242,715</b>
<b>Ending Fund Balances</b>	<b>\$6,368,841</b>	<b>\$429,943</b>	<b>\$0</b>	<b>\$102,865</b>	<b>\$6,901,649</b>
<b>Reconciliation to Statement of Activities, change in Net Position</b>					
Net Change in Fund Balances - Above					\$658,935
Delinquent taxes are recognized as revenue in the period for which levied in the government-wide financial statements, but are recorded as deferred revenue (a liability) in governmental funds					(\$7,845)
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds:					
Compensated Absences					(\$8,282)
Pension Plan (Deferred Outflows, Net Liability, Deferred Inflows)					\$2,243
Other Post-Employment Benefits (Deferred Outflows, Net Liability, Deferred Inflows)					(\$29,699)
Bond proceeds provide current financial resources to Governmental Funds, but issuing debt increases long-term liabilities in the Government-Wide Statement of Net Position. Repayment of bond principal is an expenditure in Governmental Funds, but the repayment reduces long-term liabilities in the Government-Wide Statement of Net Position					
This amount represents long-term debt for water and sewer long-term receivable					(\$145,743)
This amount represents long-term debt payments					\$506,470
Governmental funds report capital outlays as expenditures, while in the Statement of Activities, the cost of those assets is allocated over the estimated useful lives as depreciation expense. The following is the capital expenditure activity:					
Capital Outlay, net of retirements					\$722,465
Depreciation expense on capital assets is reported in the Government-Wide Statement of Activities, but they do not require the use of current financial resources. Therefore, depreciation expense is not reported as expenditures in Governmental Funds					(\$814,904)
<b>Changes in Net Position of Governmental Activities</b>					<b>\$883,641</b>

The Notes to the Financial Statements are an Integral Part of this Statement.

**TOWN OF SOUTHWEST HARBOR, MAINE**  
**REQUIRED SUPPLEMENTARY INFORMATION**  
**SCHEDULE OF REVENUES AND EXPENDITURES**  
**BUDGET AND ACTUAL - GENERAL FUND**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

(Exhibit VII)

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b><u>Revenues:</u></b>				
Tax Revenues, Including Homestead Exemption	\$8,390,121	\$8,390,121	\$8,402,704	\$12,583
Local Road Assistance	\$17,800	\$17,800	\$18,628	\$828
Excise Taxes	\$437,900	\$437,900	\$487,018	\$49,118
State Revenue Sharing	\$75,000	\$75,000	\$186,046	\$111,046
Interest Earned	\$54,000	\$54,000	\$22,444	(\$31,556)
Interest on Delinquent Taxes	\$19,000	\$19,000	\$13,842	(\$5,158)
Docks & Floats Rentals	\$85,500	\$85,500	\$109,839	\$24,339
Solid Waste Revenue	\$0	\$0	\$7,879	\$7,879
Permits & Fees	\$130,112	\$130,112	\$157,123	\$27,011
Grant Revenues	\$0	\$0	\$194,684	\$194,684
Other Revenues	\$250,136	\$250,136	\$5,205	(\$244,931)
<b><u>Total Revenues</u></b>	<b><u>\$9,459,569</u></b>	<b><u>\$9,459,569</u></b>	<b><u>\$9,605,412</u></b>	<b><u>\$145,842</u></b>
<b><u>Expenditures:</u></b>				
General Government	\$754,073	\$754,073	\$637,516	\$116,557
Protection	\$1,427,835	\$1,427,835	\$1,311,404	\$116,431
Health & Sanitation	\$495,500	\$495,500	\$413,888	\$81,612
Highways & Bridges	\$1,037,970	\$1,037,970	\$908,319	\$129,651
Education	\$4,645,158	\$4,645,158	\$4,574,569	\$70,589
Unclassified	\$286,299	\$286,299	\$269,043	\$17,256
Assessments	\$1,054,234	\$1,054,234	\$840,910	\$213,324
<b><u>Total Expenditures</u></b>	<b><u>\$9,701,069</u></b>	<b><u>\$9,701,069</u></b>	<b><u>\$8,955,650</u></b>	<b><u>\$745,419</u></b>
<b><u>Excess Revenues Over Expenditures</u></b>	<b><u>(\$241,500)</u></b>	<b><u>(\$241,500)</u></b>	<b><u>\$649,761</u></b>	<b><u>\$891,261</u></b>
<b><u>Other Financing Sources (Uses):</u></b>				
Bond Proceeds	\$205,135	\$205,135	\$0	(\$205,135)
Operating Transfers In	\$15,000	\$15,000	\$15,000	\$0
<b><u>Total Other Financing Sources (Uses)</u></b>	<b><u>\$220,135</u></b>	<b><u>\$220,135</u></b>	<b><u>\$15,000</u></b>	<b><u>(\$205,135)</u></b>
<b><u>Excess Revenues and Other Sources Over Expenditures and Other Uses</u></b>	<b><u>(\$21,365)</u></b>	<b><u>(\$21,365)</u></b>	<b><u>\$664,761</u></b>	<b><u>\$686,126</u></b>
<b><u>Beginning Fund Balances</u></b>	<b><u>\$5,704,080</u></b>	<b><u>\$5,704,080</u></b>	<b><u>\$5,704,080</u></b>	<b><u>\$0</u></b>
<b><u>Ending Fund Balances</u></b>	<b><u>\$5,682,715</u></b>	<b><u>\$5,682,715</u></b>	<b><u>\$6,368,841</u></b>	<b><u>\$686,126</u></b>
<b><u>Reconciliation to Statement of Revenues, Expenditures and Changes in Fund Balances:</u></b>				
Total Revenues per above			<u>Total Revenue</u>	
State On-Behalf Contributions			\$9,605,412	
<b><u>Total Revenues per Statement of Revenues, Expenditures and Changes in Fund Balance - Governmental Funds</u></b>			<u>\$256,268</u>	
			<u>\$9,861,679</u>	
Total Expenditures per above			\$8,955,650	
State On-Behalf Contributions			\$256,268	
<b><u>Total Expenditures per Statement of Revenues, Expenditures and Changes in Fund Balance - Governmental Funds</u></b>			<u>\$9,211,918</u>	

**TOWN OF SOUTHWEST HARBOR, MAINE**  
**SCHEDULE OF DEPARTMENTAL OPERATIONS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

(Exhibit A-1, Page 1 of 2)

<u>Department</u>	<u>Beginning Balance</u>	<u>Budget</u>	<u>General Fund Expenditures</u>	<u>Operating Transfers (In)/Out</u>	<u>Lapsed Unexpended (Overdraft)</u>	<u>Ending Balance</u>
<b><u>General Government:</u></b>						
Administration	\$0	\$457,148	\$434,380	\$0	\$22,768	\$0
Assessing & Planning	\$0	\$52,914	\$37,147	\$0	\$15,767	\$0
Assessing Contract	\$0	\$34,500	\$34,256	\$0	\$244	\$0
Wage & Benefit Reserve	\$0	\$15,000	\$0	\$15,000	\$0	\$0
Legal & Accounting Reserve	\$0	\$24,000	\$0	\$24,000	\$0	\$0
Professional Development Reserve	\$0	\$2,000	\$0	\$2,000	\$0	\$0
Records/Documents CIP Reserve	\$0	\$12,800	\$0	\$12,800	\$0	\$0
HRA Insurance	\$0	\$52,000	\$0	\$52,000	\$0	\$0
Map Update	\$0	\$1,000	\$0	\$1,000	\$0	\$0
Municipal Building Reserve	\$0	\$50,900	\$0	\$50,900	\$0	\$0
Municipal Equipment Reserve	\$0	\$6,300	\$0	\$6,300	\$0	\$0
Municipal Offices & Fire Station	\$0	\$38,336	\$32,808	\$0	\$5,528	\$0
Unemployment Reserve	\$0	\$4,000	\$0	\$4,000	\$0	\$0
Conservation Commission	\$0	\$3,175	\$3,172	\$0	\$3	\$0
	<u>\$0</u>	<u>\$754,073</u>	<u>\$541,762</u>	<u>\$168,000</u>	<u>\$44,311</u>	<u>\$0</u>
<b><u>Protection:</u></b>						
Fire Department	\$0	\$111,041	\$112,943	\$0	(\$1,902)	\$0
Fire Department Vehicle Reserve	\$0	\$88,400	\$0	\$88,400	\$0	\$0
Fire Department Equipment Reserve	\$0	\$14,000	\$0	\$14,000	\$0	\$0
Dispatch Service	\$0	\$318,145	\$290,634	\$0	\$27,511	\$0
Dispatch Department Equipment	\$0	\$4,350	\$0	\$4,350	\$0	\$0
Hydrant Rental	\$0	\$201,100	\$201,025	\$0	\$75	\$0
Police Protection	\$0	\$576,599	\$558,699	\$0	\$17,900	\$0
Police Protective Equipment Reserve	\$0	\$5,250	\$0	\$5,250	\$0	\$0
Police Department Vehicle Reserve	\$0	\$12,450	\$0	\$12,450	\$0	\$0
Police Cruiser Emergency Repair Reserve	\$0	\$4,500	\$0	\$4,500	\$0	\$0
Police Recruitment Reserve	\$0	\$12,000	\$0	\$12,000	\$0	\$0
Jr Fire Department	\$0	\$300	\$0	\$300	\$0	\$0
Emergency Equipment Repair Reserve	\$0	\$4,000	\$0	\$4,000	\$0	\$0
Street Lights	\$0	\$24,000	\$30,171	\$0	(\$6,171)	\$0
School Lights/Maintenance Reserve	\$0	\$3,000	\$0	\$3,000	\$0	\$0
Insurance	\$0	\$48,700	\$40,716	\$0	\$7,984	\$0
	<u>\$0</u>	<u>\$1,427,835</u>	<u>\$1,234,187</u>	<u>\$148,250</u>	<u>\$45,398</u>	<u>\$0</u>
<b><u>Health &amp; Sanitation:</u></b>						
Solid Waste / Recycling	\$0	\$392,000	\$410,039	\$0	(\$18,039)	\$0
W/S Infrastructure Reserve	\$0	\$100,000	\$0	\$100,000	\$0	\$0
Acadia Disposal District	\$0	\$3,500	\$3,849	\$0	(\$349)	\$0
	<u>\$0</u>	<u>\$495,500</u>	<u>\$413,888</u>	<u>\$100,000</u>	<u>(\$18,388)</u>	<u>\$0</u>
<b><u>Highways &amp; Bridges:</u></b>						
Highway Department	\$0	\$281,234	\$282,566	\$0	(\$1,332)	\$0
Salt & Sand	\$0	\$45,000	\$0	\$45,000	\$0	\$0
Highway Vehicles/Machinery Reserve	\$0	\$108,300	\$0	\$108,300	\$0	\$0
Highway Equipment Reserve	\$0	\$3,400	\$0	\$3,400	\$0	\$0
Culvert Reserve	\$0	\$5,000	\$0	\$5,000	\$0	\$0
Paving Reserve	\$0	\$135,000	\$0	\$135,000	\$0	\$0
Highway Small Projects	\$0	\$35,000	\$0	\$35,000	\$0	\$0
Sidewalk Project	\$0	\$205,135	\$0	\$205,135	\$0	\$0
Contract Snow Removal Reserve	\$0	\$3,500	\$0	\$3,500	\$0	\$0
Harbor Department General Reserve	\$0	\$5,400	\$0	\$5,400	\$0	\$0
Upper Town Dock Reserve	\$0	\$32,525	\$0	\$32,525	\$0	\$0
Lower Town Dock Reserve	\$0	\$30,700	\$0	\$30,700	\$0	\$0
Manset Town Dock Reserve	\$0	\$28,350	\$0	\$28,350	\$0	\$0
Docks & Floats	\$0	\$119,426	\$105,552	\$0	\$13,874	\$0
	<u>\$0</u>	<u>\$1,037,970</u>	<u>\$388,117</u>	<u>\$637,310</u>	<u>\$12,543</u>	<u>\$0</u>

**TOWN OF SOUTHWEST HARBOR, MAINE**  
**SCHEDULE OF DEPARTMENTAL OPERATIONS - CONTINUED**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

(Exhibit A-1, Page 2 of 2)

<u>Department</u>	<u>Beginning Balance</u>	<u>Budget</u>	<u>General Fund Expenditures</u>	<u>Operating Transfers (In)/Out</u>	<u>Lapsed Unexpended (Overdraft)</u>	<u>Ending Balance</u>
<u>Education:</u>						
Elementary School	\$754,003	\$3,485,154	\$3,414,565	(\$98,952)	\$0	\$923,543
School Union #98	\$0	\$1,160,004	\$1,160,004	\$0	\$0	\$0
	<u>\$754,003</u>	<u>\$4,645,158</u>	<u>\$4,574,569</u>	<u>(\$98,952)</u>	<u>\$0</u>	<u>\$923,543</u>
<u>Assessments and Debt Service:</u>						
FD SCBA Equipment	\$0	\$28,700	\$28,618	\$0	\$82	\$0
Main Street Bond	\$0	\$127,900	\$127,538	\$0	\$362	\$0
Infrastructure Bond 2018A	\$0	\$118,700	\$118,612	\$0	\$88	\$0
Infrastructure Bond 2018B	\$0	\$15,500	\$18,346	\$0	(\$2,846)	\$0
Fire Station	\$0	\$60,800	\$60,708	\$0	\$92	\$0
Fire Truck Bond	\$0	\$0	\$0	\$0	\$0	\$0
Wesley-Mansell Project Bond	\$0	\$105,700	\$106,696	\$0	(\$996)	\$0
Water/Sewer Bonds	\$0	\$215,500	\$212,540	\$0	\$2,960	\$0
Water Tank Bond	\$0	\$18,600	\$18,569	\$0	\$31	\$0
Waste Water Treatment Bond	\$0	\$174,400	\$0	\$174,400	\$0	\$0
Overlay	\$0	\$39,389	\$0	\$0	\$39,389	\$0
Hancock County Taxes	\$0	\$324,445	\$324,445	\$0	\$0	\$0
	<u>\$0</u>	<u>\$1,229,634</u>	<u>\$1,016,073</u>	<u>\$174,400</u>	<u>\$39,161</u>	<u>\$0</u>
<u>Unclassified:</u>						
Board of Appeals	\$0	\$200	\$112	\$0	\$88	\$0
Harbor Committee	\$0	\$200	\$0	\$0	\$200	\$0
Planning Board	\$0	\$1,000	\$281	\$0	\$719	\$0
Town-Wide Planning	\$0	\$10,000	\$0	\$10,000	\$0	\$0
Rhoades Park	\$0	\$20,000	\$0	\$20,000	\$0	\$0
Tree Fund	\$0	\$0	\$0	\$0	\$0	\$0
Historical Cemetery Committee	\$0	\$200	\$0	\$0	\$200	\$0
Parks/Cemetery	\$0	\$10,000	\$7,628	\$0	\$2,372	\$0
Warrant Committee	\$0	\$200	\$0	\$0	\$200	\$0
Generator	\$0	\$700	\$506	\$0	\$194	\$0
General Assistance	\$0	\$3,500	\$0	\$3,500	\$0	\$0
Bar Harbor Food Pantry	\$0	\$2,500	\$2,500	\$0	\$0	\$0
Downeast Health Services	\$0	\$1,035	\$1,035	\$0	\$0	\$0
Eastern Area on Aging	\$0	\$1,500	\$1,500	\$0	\$0	\$0
Hancock County Homecare	\$0	\$1,870	\$1,870	\$0	\$0	\$0
Harbor House	\$0	\$59,640	\$59,640	\$0	\$0	\$0
Hospice of Hancock County	\$0	\$1,000	\$1,000	\$0	\$0	\$0
Island Connections	\$0	\$2,500	\$2,500	\$0	\$0	\$0
Mt Heights Cemetery	\$0	\$12,500	\$12,500	\$0	\$0	\$0
Library	\$0	\$60,000	\$60,000	\$0	\$0	\$0
Nursing Service	\$0	\$78,000	\$78,000	\$0	\$0	\$0
Downeast Community Partners	\$0	\$3,574	\$3,574	\$0	\$0	\$0
MDI Comm. Campfire Coalition	\$0	\$3,000	\$3,000	\$0	\$0	\$0
Life Flight	\$0	\$1,000	\$1,000	\$0	\$0	\$0
Life Flight	\$0	\$880	\$882	\$0	(\$2)	\$0
Mt. Desert Nursing Association	\$0	\$2,000	\$2,000	\$0	\$0	\$0
Southwest Harbor Historical Society	\$0	\$2,500	\$2,500	\$0	\$0	\$0
Westside Food Pantry	\$0	\$2,500	\$2,500	\$0	\$0	\$0
Island Housing Trust	\$0	\$2,500	\$2,500	\$0	\$0	\$0
Downeast Horizons	\$0	\$1,800	\$1,800	\$0	\$0	\$0
	<u>\$0</u>	<u>\$286,299</u>	<u>\$248,827</u>	<u>\$33,500</u>	<u>\$3,972</u>	<u>\$0</u>
<b><u>TOTALS</u></b>	<u>\$754,003</u>	<u>\$9,876,469</u>	<u>\$8,417,425</u>	<u>\$1,162,508</u>	<u>\$126,996</u>	<u>\$923,543</u>

**TOWN OF SOUTHWEST HARBOR, MAINE**  
**SCHEDULE OF CHANGES IN GENERAL UNASSIGNED FUND BALANCE**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

(Exhibit A-2)

Unassigned Fund Balance July 1:

\$1,618,940

Increases:

Lapsed Balances - Exhibit A-1	\$126,996
Decrease in Unavailable Property Tax Revenue	\$7,845
In Lieu of Tax/Homestead Revenues ( Net of Appropriation)	\$4,770
Highway Revenues (Net of Appropriation)	\$3,762
Solid Waste Revenues ( Net of Appropriation)	\$7,879
Cable Franchise Fee (Net of Appropriation)	\$7,758
Excise Taxes (Net of Appropriation)	\$49,118
Docks & Floats Revenues (Net of Appropriation)	\$24,339
Licenses, Fees, Registrations & Miscellaneous (Net of Appropriation)	\$26,279

Total Increases

\$258,746

Decreases:

Appropriation from Fund Balance	\$241,500
District Reimbursements (Net of Appropriation)	\$26,000
Protection Revenues (Net of Appropriation)	\$709
Interest on Taxes & Liens (Net of Appropriation)	\$5,158
Interest Earned (Net of Appropriation)	\$32,015
Increase in Nonspendable Fund Balance	\$7,885

Total Decreases

\$313,267

Unassigned Fund Balance June 30:

\$1,564,419



**TOWN OF SOUTHWEST HARBOR, MAINE**  
**SCHEDULE OF RESERVE FUNDS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

(Exhibit A-3, Page 1 of 2)

<i>Town Funds</i>	<i>Beginning Balance</i>	<i>Revenues</i>	<i>Transfers from Funds</i>	<i>Investment Earnings</i>	<i>Expenditures</i>	<i>Transfers to Funds</i>	<i>Ending Balance</i>
State Revenue Sharing	\$99,198	\$186,046	\$0	\$0	\$0	\$75,000	\$210,244
Wage & Benefit	\$21,568	\$0	\$15,000	\$0	\$6,367	\$0	\$30,201
Abatements	\$13,306	\$0	\$0	\$0	\$419	\$0	\$12,888
Legal and Accounting	\$45,376	\$0	\$24,000	\$0	\$15,432	\$0	\$53,944
Professional Development	\$18,241	\$30	\$2,000	\$0	\$13,942	\$0	\$6,329
School Crossing Lights	\$23,364	\$0	\$3,000	\$0	\$24,684	\$0	\$1,680
Water & Sewer Infrastructure	\$176,559	\$0	\$100,000	\$0	\$0	\$0	\$276,559
D.A.R.E. Program	\$396	\$0	\$0	\$0	\$0	\$0	\$396
Comprehensive Planning	\$4,878	\$0	\$10,000	\$0	\$0	\$0	\$14,878
Unemployment	\$11,785	\$0	\$4,000	\$0	\$7,862	\$0	\$7,923
Rhoades Park	\$5,143	\$0	\$20,000	\$0	\$18,138	\$0	\$7,005
Tree Fund	\$2,250	\$0	\$0	\$0	\$2,250	\$0	\$0
HRA Insurance	\$23,994	\$0	\$52,000	\$0	\$25,000	\$0	\$50,994
Historical Cemetery	\$17,500	\$0	\$0	\$0	\$0	\$0	\$17,500
Shellfish	\$7,162	\$500	\$0	\$0	\$295	\$0	\$7,367
Contract Snow Removal	\$6,000	\$0	\$3,500	\$0	\$3,500	\$0	\$6,000
Highway Small Projects	\$0	\$0	\$35,000	\$0	\$9,350	\$0	\$25,650
Culvert Replacement	(\$159)	\$0	\$5,000	\$0	\$3,980	\$0	\$861
Salt & Sand	\$6,716	\$0	\$45,000	\$0	\$24,088	\$0	\$27,628
Paving/Town Highway	\$178,186	\$0	\$135,000	\$0	\$232,348	\$0	\$80,838
General Assistance	\$7,802	\$76	\$3,500	\$0	\$109	\$0	\$11,269
Records Preservation	\$3,300	\$0	\$0	\$0	\$0	\$0	\$3,300
Junior Fire Department	\$930	\$0	\$300	\$0	\$0	\$0	\$1,230
Map Update	\$2,973	\$0	\$1,000	\$0	\$0	\$0	\$3,973
Police Cruiser Emergency Repair	\$6,564	\$0	\$4,500	\$0	\$0	\$0	\$11,064
Police Recruitment	\$12,000	\$0	\$12,000	\$0	\$350	\$0	\$23,650
Swap Shop	\$434	\$195	\$0	\$0	\$0	\$0	\$629
Fire Equipment Emergency Repair	\$2,640	\$0	\$4,000	\$0	\$2,681	\$0	\$3,959
Bond Reserve Fund	\$22,754	\$0	\$174,400	\$0	\$0	\$0	\$197,154
Fire Department Donations	\$0	\$1,000	\$0	\$0	\$0	\$0	\$1,000
ARPA Reserve	\$0	\$189,483	\$0	\$0	\$0	\$94,632	\$94,851
<b><u>Total Town Funds</u></b>	<b><u>\$720,860</u></b>	<b><u>\$377,331</u></b>	<b><u>\$653,200</u></b>	<b><u>\$0</u></b>	<b><u>\$390,796</u></b>	<b><u>\$169,632</u></b>	<b><u>\$1,190,963</u></b>

**TOWN OF SOUTHWEST HARBOR, MAINE**  
**SCHEDULE OF RESERVE FUNDS - CONTINUED**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

(Exhibit A-3, Page 2 of 2)

	<i>Beginning Balance</i>	<i>Revenues</i>	<i>Transfers from Funds</i>	<i>Investment Earnings</i>	<i>Expenditures</i>	<i>Transfers to Funds</i>	<i>Ending Balance</i>
<i>CIP Funds</i>							
Municipal Software	\$45,451	\$0	\$6,300	\$0	\$12,424	\$0	\$39,328
Record Preservation	\$52,221	\$0	\$12,800	\$0	\$0	\$0	\$65,021
Ford Crown Victoria	\$79,535	\$0	\$12,450	\$0	\$43,825	\$0	\$48,160
Dispatch Console	\$63,213	\$0	\$4,350	\$0	\$15,316	\$0	\$52,247
Thermal Imaging Camera	\$34,001	\$0	\$14,000	\$0	\$0	\$0	\$48,001
Highway Vehicles	\$278,738	\$0	\$108,300	\$0	\$167,711	\$0	\$219,327
Sidewalk Projects	(\$22,873)	\$0	\$0	\$0	\$6,565	\$0	(\$29,439)
Harbor General	\$13,057	\$0	\$5,400	\$0	\$16,346	\$0	\$2,110
Harbor - Lower Town Dock	\$70,305	\$0	\$30,700	\$0	\$0	\$0	\$101,005
Manset	\$187,244	\$0	\$28,350	\$0	\$426	\$0	\$215,168
Highway Equipment	\$48,717	\$0	\$3,400	\$0	\$14,858	\$0	\$37,259
Harbor - Upper Town Dock	\$87,113	\$0	\$32,525	\$0	\$0	\$0	\$119,638
Fire Vehicle	\$120,992	\$0	\$88,400	\$0	\$20,004	\$0	\$189,388
Municipal Building	\$426,258	\$0	\$50,900	\$0	\$14,534	\$0	\$462,624
Police Protective Equipment	\$20,872	\$0	\$5,250	\$0	\$15,501	\$0	\$10,621
Infrastructure Project	\$0	\$0	\$94,632	\$0	\$0	\$0	\$94,632
<i>Total CIP Funds</i>	<u>\$1,504,843</u>	<u>\$0</u>	<u>\$497,757</u>	<u>\$0</u>	<u>\$327,510</u>	<u>\$0</u>	<u>\$1,675,090</u>
<i>School Funds</i>							
Bus Purchase	\$83,087	\$0	\$0	\$76	\$0	\$83,000	\$164
HRA Deductible Coverage	\$20,000	\$0	\$19,048	\$0	\$0	\$0	\$39,048
Emergency Special Education	\$306,109	\$0	\$0	\$289	\$0	\$0	\$306,398
Maintenance	\$105,004	\$0	\$0	\$94	\$0	\$50,000	\$55,098
Playground Maintenance	\$45,000	\$0	\$15,000	\$0	\$0	\$0	\$60,000
<i>Total School Funds</i>	<u>\$559,200</u>	<u>\$0</u>	<u>\$34,048</u>	<u>\$459</u>	<u>\$0</u>	<u>\$133,000</u>	<u>\$460,708</u>
<i>Total Reserve Funds</i>	<u>\$2,784,904</u>	<u>\$377,331</u>	<u>\$1,185,005</u>	<u>\$459</u>	<u>\$718,306</u>	<u>\$302,632</u>	<u>\$3,326,762</u>

**TOWN OF SOUTHWEST HARBOR, MAINE**  
**SCHEDULE OF SPECIAL REVENUE FUNDS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

(Exhibit B-1)

	<i>Beginning Balance</i>	<i>Revenues</i>	<i>Transfers from Funds</i>	<i>Investment Earnings</i>	<i>Expenditures</i>	<i>Transfers to Funds</i>	<i>Ending Balance</i>
Conservation Commission	\$363,722	\$93,941	\$108,450	(\$31,963)	\$54,565	\$88,810	\$390,776
Conservation Commission - Future Project	\$37,414	\$0	\$18,810	\$149	\$0	\$38,450	\$17,923
Police	\$1,347	\$55	\$250	\$0	\$240	\$250	\$1,162
King Grant - Fire Responder Jackets	\$204	\$0	\$0	\$0	\$0	\$0	\$204
Safe Routes to School Grant	\$9,886	\$0	\$0	\$0	\$0	\$0	\$9,886
Trail Grant	\$4,276	\$0	\$0	\$0	\$0	\$0	\$4,276
Septic Tank Grant	\$131	\$0	\$0	\$0	\$0	\$0	\$131
Wellness Grant	\$125	\$0	\$0	\$0	\$0	\$0	\$125
Harbor Grant	\$5,460	\$0	\$0	\$0	\$0	\$0	\$5,460
<b><u>Total Town Funds</u></b>	<b><u>\$422,566</u></b>	<b><u>\$93,996</u></b>	<b><u>\$127,510</u></b>	<b><u>(\$31,813)</u></b>	<b><u>\$54,805</u></b>	<b><u>\$127,510</u></b>	<b><u>\$429,943</u></b>

**TOWN OF SOUTHWEST HARBOR, MAINE**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

(Exhibit C-1)

<u>Federal Grantor/Pass-Through</u>			<u>Total</u>
<u>Grantor/Program Title</u>	<u>CFDA #</u>	<u>Grantor Pass- Through Number</u>	<u>Federal Expenditures</u>
<u>U.S. Department of Education:</u>			
<u>Passed through State of Maine</u>			
<u>Department of Education</u>			
Rural School Achievement Program	84.358	013-05A-3005-03	\$8,309
 <u>Special Education Cluster (IDEA):</u>			
Title VI - Part B - Local Entitlement	84.027	013-05A-3046-12	\$39,958
<u>Sub-total Special Education Cluster (IDEA)</u>			<u>\$39,958</u>
 ESSA Title IA - Basic Disadvantaged Program			
Education Stabilization Fund Under the Coronavirus Aid, Relief and Economic Security Act 2	84.010	013-05A-3107-13	\$19,271
	84.425D	013-05A-7041-90	<u>\$2,396</u>
 <u>Total U.S. Department of Education</u>			 <u>\$69,934</u>
 <u>U.S. Department of Agriculture:</u>			
<u>Passed through State of Maine</u>			
<u>Department of Education</u>			
State Pandemic Electronic Benefit Transfer Grants	10.649	013-05A-6184-05	\$614
Supply Chain Assistance	10.560	013-05A-6670-05	\$7,274
<u>Food Distribution Cluster:</u>			
Food Distribution - Donated Commodities	10.565	-	<u>\$3,897</u>
<u>Sub-total Food Distribution Cluster</u>			<u>\$3,897</u>
 <u>Child Nutrition Cluster:</u>			
National School Lunch Program	10.555	013-05A-3024-05	\$53,554
National School Breakfast Program	10.553	013-05A-3014-05	\$20,397
<u>Sub-total Child Nutrition Cluster</u>			<u>\$73,951</u>
 <u>Total U.S. Department of Agriculture</u>			 <u>\$85,736</u>
 <u>Totals</u>			 <u>\$155,670</u>

**MAINE MODERATOR'S MANUAL  
RULES OF PROCEDURE  
(Revised 2005)**

TYPE/MOTION	SECOND REQUIRED	DEBATABLE	AMENDABLE	VOTE REQUIRED	RECONSID- ERABLE	RANK/NOTES
<b>PRIVILEGED</b>						
Adjourn ( <i>sine die</i> )	Y	N	N	M	N	1
Recess or Adjourn to Time Certain	Y	Y	Y	M	N	2
<b>SUBSIDIARY</b>						
Previous Question	Y	N	N	2/3	N	3
Limit Debate	Y	N	Y	2/3	Y	4
Postpone to Time Certain	Y	Y	Y	M	Y	5
Amend	Y	Y	Y	M	Y	6
<b>INCIDENTAL</b>						
Appeal	Y	Y	N	M	Y	A, B, D
Fix the Method of Voting	Y	N	N	M	N	B
Withdraw a Motion	N	N	N	M	See Notes	B, C, D
<b>MAIN</b>						
Main Motion	Y	Y	Y	M	Y	
Reconsider	Y	See Notes	N	M	N	A, D, E
Take up Out of Order	Y	Y	N	2/3	N	

Y – Yes, this action is required or permitted.

N – No, this action cannot be taken or is unnecessary.

M – Majority vote required

A – This motion may be made when another motion has the floor.

B – Same rank as motion out of which it arises.

C – Only a prevailing negative vote on this motion may be reconsidered.

D – This motion has the same rank, and is debatable to the same extent, as the motion being reconsidered.

E – Only a person who voted on the prevailing side may make this motion.

None of the motions in the table should interrupt a speaker.

This table does not include the statutory procedure for challenge (to question a vote), mentioned in the "Notes for Voters" and discussed in the *Maine Moderator's Manual*.

## IMPORTANT CONTACTS

Emergency (Police/Fire/Ambulance)	911
Dispatch (Police/Fire/Ambulance)	244-7911
Highway Department	244-7917
Water/Sewer District Office <a href="http://www.swhdistrict.org">www.swhdistrict.org</a>	244-3948
Sewer Department	244-7919
Harbormaster <a href="mailto:harbormaster@southwestharbor.org">harbormaster@southwestharbor.org</a>	244-8713
	Cell 610-2177
Code Enforcement <a href="mailto:ceo@southwestharbor.org">ceo@southwestharbor.org</a>	244-7915
Municipal Office	244-5404
Municipal Office Fax	244-4483
Municipal Email	<a href="mailto:depclerk@southwestharbor.org">depclerk@southwestharbor.org</a>
Transfer Station (EMR, Inc.)	244-4347
Public Library <a href="http://www.swhplibrary.org">www.swhplibrary.org</a>	244-7065
Pemetic Elementary School <a href="http://www.pemeticschool.com">www.pemeticschool.com</a>	244-5502
MDI High School <a href="http://www.mdihs.net">www.mdihs.net</a>	288-5011
Chamber of Commerce <a href="mailto:office@acadiachamber.com">office@acadiachamber.com</a>	244-9264
US Post Office	244-3456
Mt Height Cemetery <a href="mailto:youngsinwh@roadrunner.com">youngsinwh@roadrunner.com</a>	244-3366
Town Web Site:	<a href="http://www.southwestharbormaine.org">www.southwestharbormaine.org</a>

