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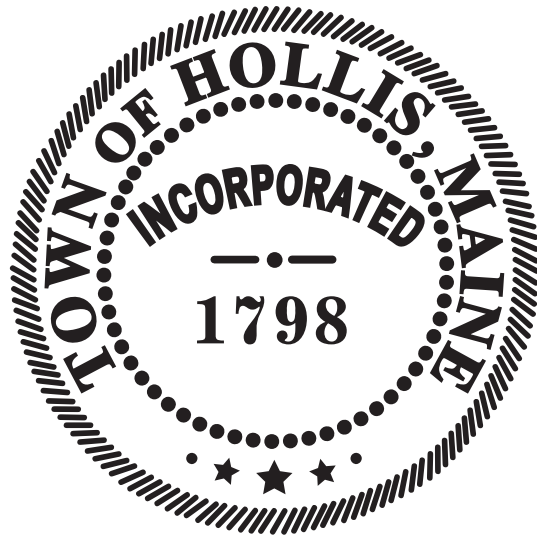
## Hollis Maine Town Report 2019

Hollis, Me.

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*Town of Hollis  
Annual Report*

*July 1, 2018*

*To*

*June 30, 2019*



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## **Town of Hollis 2018-2019 Annual Report Dedication**

It is with great pride and honor that the Hollis Select Board choose to dedicate this year's Annual Town Report to M. Tootsie Johnson. While there are so many residents in our town who have gone above and beyond in giving back to the community, Tootsie has selflessly and consistently carried out a motto to help others and to make our town a better place to live.

Tootsie was one of the original Hollis First Responders, long before we had our own rescue. She worked on the Buxton rescue for 20 plus years, 6 of those years as Chief. Her role as a Critical Care Technician would be comparable to but slightly more in depth than today's EMT's. Tootsie also worked as a Buxton Dispatcher in Bar Mills and Buxton Center. Not only was she Team Johnson's race mom at Beach Ridge Motor Speedway but she was also a crew member of the rescue on Saturday nights as well as for the Southern Maine Karting Association.

While her son Paul was Fire Chief, Tootsie was one of the founders of the Hollis Center Fire Department Women's Auxiliary. She would assist in organizing and implementing numerous bean suppers which raised funds for equipment for the volunteer fire department. Later, Tootsie was instrumental in organizing the Hollis Clothing Closet, a place where local people can find gently used clothing for free. This started in the Hollis Center Fire Station, a place with which Tootsie was very familiar. The Closet has since moved into its own building next door to the Fire Station. Each Christmas season for the past several years Tootsie has also found the time to tirelessly assist with the Hollis Christmas Fund.



The York County Spirit of Service Award annually recognizes an individual who makes a difference by giving their time and talents through volunteerism. Rightfully so, Tootsie was nominated and received this award in 2019 as a way to recognize all her hard work and dedication to this community.

Tootsie was born and raised in Hollis, the youngest of 6 children. Together with her husband of 63 years, Charlie, raised 5 children of their own while having a very influential role in helping to raise their grandsons and great grandchildren.

Tootsie serves the town well with kindness, generosity, compassion, humor and love. She is highly respected by the residents of the town, her peers and co-workers and the family which surrounds her.

SUSAN M. COLLINS  
MAINE

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WASHINGTON, DC 20510-1904  
(202) 224-2523  
(202) 224-2693 (FAX)

United States Senate  
WASHINGTON, DC 20510-1904

COMMITTEES:  
SPECIAL COMMITTEE  
ON AGING,  
CHAIRMAN  
APPROPRIATIONS  
HEALTH, EDUCATION,  
LABOR, AND PENSIONS  
SELECT COMMITTEE  
ON INTELLIGENCE

Dear Friends,

As 2019 ends and 2020 begins, I am pleased to report that Congress made progress on a number of issues important to Maine families despite the polarization in our country.

In a major win for surviving military and retiree spouses to whom we are deeply indebted, I was proud to co-lead the repeal of what is often referred to as the “Military Widow’s Tax,” an unfair offset of survivor benefits that has prevented as many as 67,000 surviving spouses—including more than 260 from Maine—from receiving the full benefits they deserve.

The high cost of health care and prescription drugs continues to be a top issue for families and seniors. To provide continued relief for more lower- and middle-income individuals, I led the charge to extend for another two years the medical expense tax deduction that I included in the 2017 tax law. Without this extension, nearly 20,000 Mainers and millions of Americans with high medical expenses, including many with preexisting conditions, would have faced an increased tax burden. In other good news, the CREATES Act I cosponsored became law. It will prevent pharmaceutical companies from blocking access to a sufficient supply of brand-name drugs needed for the studies that allow less expensive alternatives to enter the marketplace.

Improving people’s health and wellbeing remains my priority. On a per capita basis, Maine has the highest incidence of Lyme disease in the country. In August, I held a Senate hearing at the University of Maine’s Tick Lab on this growing public health crisis. A comprehensive public health strategy to combat this epidemic is needed, and the new law I authored will do just that.

In addition, I helped champion another \$2.6 billion increase for the National Institutes of Health, our nation’s premiere biomedical research institution, including significant boosts for Alzheimer’s disease and diabetes research. Last year, NIH funded more than \$111 million for research at 14 Maine institutions.

To help prepare the graduates of Maine Maritime Academy, I secured \$300 million for a new training ship, which will ensure rigorous instruction for MMA students for decades to come.

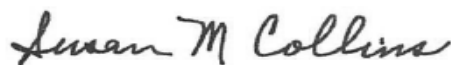
Significant federal funding was approved for work at Bath Iron Works and Portsmouth Naval Shipyard. Funding appropriated by Congress will pay for three new destroyers, make a down payment on an additional ship, and finance infrastructure improvements at PNSY.

As Chairman of the Transportation and Housing Appropriations Subcommittee, I have led efforts to improve our nation’s crumbling infrastructure and ensure that Maine’s housing needs are addressed. For Maine’s roads, bridges, airports, and seaports, tens of millions in federal funding will help make urgently needed upgrades and improve safety. Funding will also support housing assistance to low-income families and seniors and aid communities in reducing homelessness among our youth. The Community Development Block Grant program will assist numerous towns and cities in our State.

The Aging Committee I chair has continued its focus on financial security for our seniors. A new law I authored will make it easier for small businesses to offer retirement plans to their employees. Our Aging Committee’s Fraud Hotline fielded more than 1,200 calls this year. Congress passed a new law to crack down on robocallers who are often the perpetrators of these scams. And a new law I authored will expand the IRS’ Identity Protection PIN program nationwide to prevent identity theft tax refund fraud.

At the end of 2019, I cast my 7,262nd consecutive vote. In the New Year, I will keep working to deliver bipartisan solutions to the challenges facing Maine and the nation. If ever I can be of assistance to you, please contact one of my state offices or visit my website at [www.collins.senate.gov](http://www.collins.senate.gov). May 2020 be a good year for you, your family, your community, and our state.

Sincerely,



Susan M. Collins  
United States Senator



ANGUS S. KING, JR.  
MAINE

133 HART SENATE OFFICE BUILDING  
(202) 224-5344  
Website: <http://www.King.Senate.gov>

## United States Senate

WASHINGTON, DC 20510

January 1, 2020

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

Dear friends,

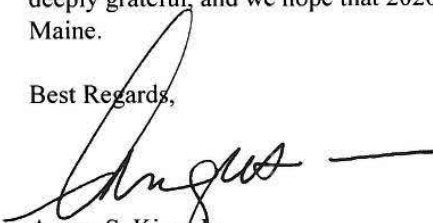
The beginning of a new year provides the opportunity to reflect on the progress of the past 12 months. If you've been watching cable TV, you might think that every waking moment of 2019 in Washington has been consumed by divisive, partisan issues – and while there's no shortage of those debates, there have also been opportunities for bipartisan cooperation. You sent me to the Senate to make the most of those opportunities, so as we enter into the New Year, I wanted to take a moment to update you on my efforts to work with members of both parties to make life better for the people of Maine.

One of my most important priorities this past year has been emphasizing preventive healthcare. Maine's distinction as the oldest state in the nation brings us wisdom, of course – but it also creates unique challenges, particularly relating to healthcare. The key to addressing these obstacles is being proactive, because the cheapest, safest medical procedure is the one that doesn't need to happen. That's why I've introduced legislation to incentivize healthier living, expand mental health screenings, and help more Americans access regular check-ups. We're making progress, but we've got a long way to go – and I'd like your help, because I know that the best ideas are the ones that come from families and communities on the front lines of these challenges. To strengthen this effort, I convened a policy forum on prevention in Bangor in October, which has already given me exciting new ideas that I'll carry with me into 2020. If you have additional thoughts on encouraging preventive healthcare, please share them with my office.

This year has also continued the growth of Maine's forest products industry – a key focus of my work to revitalize Maine's rural economy and communities. We've seen significant investment in mills across the state, creating good jobs to support rural Maine. I'm also pleased that the investments aren't just in our mills – the industry is thriving because of its commitment to innovation. We're fortunate to have the University of Maine's top-notch researchers exploring cutting-edge ways to use our forest resources, including capitalizing on the rise of 3D printing technology with the world's largest 3D printer. Combining this work with ongoing federal support, our vast forests, and Maine's dedicated workforce, I know that the future of this industry is bright, and I'll continue working to support it on all fronts.

I'm proud of all we've accomplished together this year, but even as I reflect on all that we've achieved, it is challenging to not think of the work left undone. It sometimes can be discouraging to watch these important priorities hang in limbo, but fortunately for me, encouragement is never far. After all, I get to live in Maine – which means I get to count Maine people as my neighbors and friends. I'm always struck by the kindness that our citizens show not only to me, but also to each other. This focus on collaboration and compassion is an inspiration, and it powers my efforts bring a little bit of Maine common sense to Washington. Thank you for all you do to for our state – Mary and I are deeply grateful, and we hope that 2020 will be a good year for you, your family, your community, and the State of Maine.

Best Regards,



Angus S. King, Jr.  
United States Senator

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WWW.PINGREE.HOUSE.GOV



CHELLIE PINGREE  
CONGRESS OF THE UNITED STATES  
1<sup>ST</sup> DISTRICT, MAINE

COMMITTEE ON APPROPRIATIONS  
SUBCOMMITTEES:  
AGRICULTURE, RURAL DEVELOPMENT, AND  
RELATED AGENCIES  
INTERIOR, ENVIRONMENT, AND  
RELATED AGENCIES  
MILITARY CONSTRUCTION, VETERANS AFFAIRS,  
AND RELATED AGENCIES  
HOUSE AGRICULTURE COMMITTEE  
SUBCOMMITTEES:  
BIOTECHNOLOGY, HORTICULTURE, AND  
RESEARCH  
CONSERVATION AND FORESTRY

Dear Friends,

I hope this letter finds you well. It's a privilege to represent you and your family and I am thankful for the opportunity to update you on my work in Washington and Maine.

In 2019, I was honored to work with my colleagues to pass hundreds of bills that address everything from fighting climate change to raising the minimum wage. And while Congress has become an increasingly partisan place, I was proud to continue my habit of reaching across the aisle, introducing a number of bipartisan bills and cosponsoring even more.

On the House Appropriations Committee, I worked to support programs important to Maine, such as rural broadband investment, Head Start, PFAS clean up, and shipbuilding at Bath Iron Works. Further, I firmly believe we need to make substantial investments in all aspects of our infrastructure, from safe drinking water and modernized schools, to upgraded highways, transit, and rail. From my seat on the Appropriations Committee I advocated for increased funding for the BUILD grants program which funds investments in transportation infrastructure by states, local governments, and transit agencies. I also pushed for increased funding for the Community Development Block Grant program, our national park system, local and organic agriculture, election security, and the Land and Water Conservation Fund.

Since my time in the Maine State Senate, lowering the cost of prescription drugs has been one of my top priorities. This year I introduced two bills that would help Americans afford their prescription medications. I also voted for a bill that would allow the Centers for Medicare and Medicaid Services to directly negotiate prices for certain drugs. I look forward to continuing this important work in 2020 so Americans are no longer faced with the choice of picking up prescriptions they desperately need or putting food on the table.

I am sure this coming year holds many challenges and opportunities for our country, and I promise that the interests and principles of Mainers will continue to guide my work. If there is anything my offices in Washington or Maine can do to be of assistance – whether you, your town, or your organization is applying for a grant; you're facing an issue with a federal agency; or if you'd just like to share a thought or opinion – please do not hesitate to reach out.

Best wishes,

Chellie Pingree  
Member of Congress

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



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



*Senator Justin M. Chenette*

*P.O. Box 315*

*Saco, Maine 04072*

*Office (207)287-1515*

*Cell (207)590-3266*

Dear Friends and Residents of Hollis:

This past legislative session I championed a more ethical, transparent, and accountable government. It's been a passion of mine since I entered the legislature back in 2012.

As chairman of the bipartisan Government Oversight Committee and as a member of the Senate Ethics Committee, I fought to strengthen our laws to ensure legislators are operating above board and lobbyists don't have undue influence.

I introduced a campaign finance reform package to hold lawmakers, lobbyists and former officials to a high ethical standard.

One bill closes a loophole that allowed lawmakers to become lobbyists right after their service ended. This will mean we are closer to ending the revolving door of lawmakers becoming lobbyists. Legislators shouldn't be using their influence to get a slick, high paying lobbying gig nor carrying out public policy with that as the end goal in mind.

The second bill exacts ethics reforms to make sure legislators do not use political action committees to benefit themselves and profit off political contributions. PACs have no contribution limits, so removing profit from the equation will create fewer conflicts of interests in our politics.

Both of these bills passed with unanimous, bipartisan support in the House and Senate and were signed into law by the Governor. It demonstrates what can be done when you have a good idea, listen to those who disagree with you and come together for a common purpose.

The third bill is probably the most impactful of all: It bans lobbyist contributions to candidates and elected officials. This represents the biggest campaign finance reform win in over a decade. This new anti-corruption law will make it harder for special interests to buy access and influence, to ensure we have a government that truly works for Maine people. Maine now joins five other states — Alaska, Kentucky, South Carolina, Tennessee and California — that already ban lobbyist contributions.

While there is always more work to do, I believe my efforts this past session moves the needle towards making Maine have the strongest ethics rules in the country. You deserve a government that serves you over wealthy donors, special interest groups, and corporate lobbyists. Your voice should be heard the loudest. Legislators should be the peoples' lobbyists.

Please feel free to contact me with any questions, concerns, or comments. Thank you for the opportunity to continue serving and fighting for you in the Senate. This is your seat. I work for you.

*Proudly Representing Saco, Old Orchard Beach, Hollis, Limington and Buxton  
Email: [Justin.Chenette@legislature.maine.gov](mailto:Justin.Chenette@legislature.maine.gov) \* Website: [justinchenette.com](http://justinchenette.com)*



# HOUSE OF REPRESENTATIVES

2 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0002  
(207) 287-1315

**Donald G. Marean**

233 Bonny Eagle Road  
Hollis, ME 04042

Residence: (207) 727-5527

Fax: (207) 727-4993

Donald.Marean@legislature.maine.gov

Citizens of Hollis,

It is an honor and a privilege to serve in the 129<sup>th</sup> Legislature representing Hollis. My work serving on the Taxation Committee has been focused on the rising costs of property taxes. We took note of one of Saco's great programs they provide to their older citizens and made the Senior Volunteer Benefit Program an option for every municipality to allow residents over 65 to get a reimbursement on their taxes by volunteering in the community. We created the Property Tax Relief Fund which will be providing payments of at least \$100 by March 1<sup>st</sup>. Measures like these are just some of what we need to do to get our feet back under us.

The legislature came together this year to relatively quickly pass a budget. While I have some concerns about the increase in total spending, I am happy overall because I do believe that budget practices fiscal responsibility by adding \$20 million to the "rainy day fund", budgeting funding to provide healthcare for those who otherwise couldn't afford it, and not spending beyond our means. This budget also doesn't increase taxes and will be providing much-needed property tax relief.

Also included in this year's budget are increases in municipal revenue sharing, up from 2 to 3% in 2020, and to 3.75% in 2021. With state revenue projections turning out higher than originally expected, the numbers are better for the towns to pay for local services like schools, public safety, and road maintenance – instead of relying on property tax increases. Hollis will be receiving an additional \$186,213 dollars in 2020, and in 2021 a projected \$357,132 more than the last approved budget in 2017. This is great news for town administrators and taxpayers.

Things haven't been totally ideal in Augusta. Over the summer, the legislature was called back for a special bond session that would provide funding on the roads, land conservation, environmental protection, and broadband internet development. I was a proponent of the land conservation bond because it would have provided funding to preserve farm land, working waterfronts, and other natural resources from being developed. This program has not received the appropriate funding for over eight years. I still believe the legislature can do something big on preserving Maine's lands and will continue to be an advocate towards this issue.

This next session, we have a lot of big issues and we need to work to figure out what government's role is in expanding Maine's economic potential. Please get in touch with me to share your opinion on pending legislation or if you need help with any government agency. I am at your service and proud to share our story as a community.

Don Marean  
State Representative

## **Town of Hollis Select Board Report 2018-2019**

The Community Building renovation (phase 2) began in March of 2018 and was completed and ready for occupancy in August. The Community Building is available for all televised and non-televised Committee Meetings and the Community Building became the Hollis voting venue in June of 2019.

The Town Hall needed work to reinforce the structure. The Town Offices moved in to the newly completed Community Building, for the month of August, while the work was completed.

Once again, the Annual Community Day, used the Pirate theme. The day began with a parade as usual. Bouncy houses were the main attraction for the youngsters. There were several “on stage” events throughout the day entertaining several adults who sat under the tent enjoying the music. Poland Springs had a very impressive watering station where they gave out water bottles.

The Municipal Complex Committee had two well attended visioning sessions to obtain ideas from the townspeople for consideration.

A public review of the new assessing maps was held in May and the project is nearing completion beginning in the summer of 2019 followed up with site visits to all building in Hollis.

Code Enforcement Office records and files are digitized. At this time applicants can email the Code office to obtain permits and documents.

The Fire Department installed a manufactured housing unit on the premises of the Plain Road Station and services are covered 24 hours a day. This coverage reduced late-night responses by 10 to 15 minutes. They purchased new air packs, ballistic vest and a Lucas CPR Device.

Sand Pond Road was reconstructed, Salmon Falls Road was ground with a cement base and paved, Upper Tarbox, Bear Hill and portions of Deerwander Road were also repaved. The work was paid using the \$3M road voter-approved bond.

New Select Board member, Jack Rogala, was voted in on November 2018 to fill a vacated seat on the Select Board.

## **Elected Municipal Officials for the Town of Hollis, Maine**

Municipal Officials are elected for three-year terms unless specified

### **Select Board & Overseer of the Poor**

Rita B. Perron 2020

David McCubrey 2021

Mike Seely, Sr. 2019 resigned in May of 2018

John Rogala Nov. 2018 -2019 to fill unexpired term

### **Tax Collector**

#### **Motor Vehicle Registry Agent**

Anna M. McClay 2019

Anna McClay was appointed by the Select Board as Tax Collector in June 12th of 2019. Anna was re-elected as Tax Collector on the November 5, 2019 Ballot and will serve a three-year term until June of 2022.

### **Town Clerk**

Martha E. Huff 2020

The town clerk ran a year early in June of 2019, in error,

Martha was elected to a three-year term from 2019- 2022.

In 2022, The Town Clerk will run for a one-year term to correct this error.

### **Treasurer**

Diane M. Meserve 2021

### **Road Commissioner (two-year term)**

Robert M. Hanson, Jr. 2020

### **Maine School Administrative District #6 School Board Director**

Lester R. Harmon 2019

Trevor Hustus 2021



## Appointed Officials for the Town of Hollis

**Administrative Code Office Assistant**

Tammy Thompson

**Administrative Assistant Select Board**

Bennet Flinner

**Animal Control Officer**

Kaden Flynn

**Appeals Board Secretary**

Martha Turner

**Assessor**

Debra Stitson 2020

**Code Enforcement Officer Building,  
Plumbing & Electrical Inspector**

Tammy Munson 7/3/2018

**Code Enforcement, Building &  
Plumbing Inspector Deputy**

Peter Gordon

**Constable**

Kaden Flynn

**Deputy Registrar of Voters**

Faith Plummer

**Deputy Tax Collector**

Faith Plummer

**Deputy Town Clerk**

Faith Plummer

**Deputy Treasurer**

Faith Plummer

**Finance Committee Secretary**

Martha Turner

**Freedom of Access Officer**

Martha E Huff

**General Assistance Administrator**

Martha E. Huff

**Health Officer**

Lori Schopen

**Hollis Fire and Rescue Chief**

**Emergency Management**

Christopher Young

**Hollis Fire and Rescue Deputy Chief**

Crystal Berry

**Maintenance**

Edward Hinds

**Parks & Recreation Director**

Debbie Tefft

**Parks & Recreation Assistant Director**

Madison Moody

**Planning Board Secretary**

Martha Turner

**Registrar of Voters**

Martha E. Huff

**Salmon Falls Librarian**

Lynn Ericson

## **Town of Hollis 2018-2019 Appointed Boards and Committees**

### **Appeals Board**

Bart Sughrue, Chairperson	2020
Rebecca L. Bowley	2019
Carrie Walker	2021
Katharine Harriman	2020
Nancy Ponzetti	2019
Martha Turner, Appeals Board Secretary	

### **Christmas Committee**

Faith Plummer, Chairperson	2019
Bonnie Johnson	2019
Diane Meserve	2019
Muriel Johnson	2019

### **Clothing Closet Committee**

Muriel Johnson	2021
Diane Meserve	2021
Mona Meserve	2021
Barbara Miller	2021
Amanda McConihe	2020

### **Conservation Committee**

Catherine Hewitt	2021
John Mattor	2019
Edna Leigh Bailey	2020
Joanne Toone	2020
Doris Luther	2021
Amy Farwell	2021
Chris Jones	2021
Mary Weyer, Associate Member	
Martha Turner, Associate Member	

### **Long Range Planning Committee 2/2019- 6/30/2020**

Faith Plummer  
Katharine Harriman  
Paul Mattor



## **Town of Hollis 2018-2019 Appointed Boards and Committees**

### **Saco River Community Television Board of Directors**

Beth Gardner	2020
David Barrett	2019
Marilyn Crosby	11/20/2019- 6/2022

### **Saco River Cable Television Committee**

2 vacant seats

### **Saco River Corridor Commission**

Donna M. Hanson	2019
-----------------	------

### **New Town Complex Committee**

John Sheahan, chairperson	2020
Wayne Twombly	2020
Sam Snellings	2020
Len VanGaasbeek, Jr.	2020
Kevin Lafreniere	2020
Dave Durrell	2020
John Mackie	2020
Maxwell Kenney	2/19/2020- 2022
John Rogala	2020
Rita Perron	2020

### **Southern Maine Regional Economic Development Corp**

2 vacant seats

### **ECO Maine Board of Directors**

Leonard VanGaasbeek, Jr.	2018
Roger B. Hicks	2018
David Durrell	7/17/2019-2022

## **Town of Hollis 2018-2019 Appointed Boards and Committees**

### **Planning Board**

Peter Lovell	2020
Joseph Ponzetti, Vice Chair	2019
Paul Mattor, Chairperson	2021
Heather Sullivan	2021
Jessica Brackett	2019
Maxwell Kenney	2020
vacant seat	
Martha Turner, Planning Board Secretary	

### **Salmon Falls Library Trustees**

5 vacant seats

**Finance Committee** – The Town of Hollis Finance Committee Ordinance was approved by Hollis Voters at the Special Town Meeting held on November 08, 2017. The Hollis Select Board appointed 5 Finance Committee members on March 22, 2018 with no expiration of terms.

Patrick D. Lawler  
Daniel T Yarumian  
Donald G. Marean  
Shelly Marie Brooks  
N Bradford Kaake, resigned  
Trevor Kraus 2/6/19-6/30/2021  
Martha Turner, Secretary

### **Sports Complex Committee**

Coco Hirstel	2019
Cheryl Joyner	2019
Tom Sullivan	2019

**State of Maine General & Referendum Election,  
Tuesday, November 06, 2018  
Hollis Special Town Meeting, November 06, 2018**

**TOWN OF HOLLIS ELECTION STAFF for November 06, 2018**

**Warden-** Lila Wilkins

**Moderator-** Lila Wilkins was elected at 6:50 a.m.

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

Faith Plummer, **Deputy Clerk & Deputy Registrar**

**Democratic Ballot Clerks & Election Clerks, Town of Hollis**

Rochelle Prince

Heather Sullivan

Mary Davichick

Vida Fasulo

Inge Graham

Stephen Fasulo

Margaret Harrison

Beth Gardner

Rita Anderson

Bob Neal – Hollis Fire Department

Martha Turner

**Republican Ballot Clerks & Election Clerks, Town of Hollis**

August Salevsky

Alecia Freeman

Harlan Huff

Dan Freeman

Terry Walters

Jessica Brackett

David Goodwin

Margaret Holmes

Peter Lovell

Donna Lovell

Dawn Bellonzi

Pat Stover

Eileen Curtis

Paul Mattor

Nancy Conway

Debra Silver

**Unenrolled Election & Ballot Clerks, Town of Hollis**

Bennet Flinger

Carol Goodwin

Therese Annis

Adam Charlton

Joanne Toone

**Tuesday, June 11, 2019**  
**Hollis Annual Town Meeting**  
**SAD #6 Validation Referendum**  
**SAD #6 School Board Directors Election**

**TOWN OF HOLLIS ELECTION STAFF for November 11, 2019**

**Moderator** - Lila Wilkins elected at 6:45 a.m.

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

Faith Plummer, **Deputy Clerk & Deputy Registrar**

**Democratic Ballot Clerks & Election Clerks, Town of Hollis**

Lila Wilkins

Rochelle Prince

Edward Dyson

Kathleen Dyson

Martha Turner

Vida Fasulo

**Republican Ballot Clerks & Election Clerks, Town of Hollis**

Kelly Harris

Jared Harris

Eileen Curtis

Dan Freeman

Alecia Freeman

Donna Lovell

Pat Stover

Paul Mattor

## **Updates from the Hollis Town Clerk**

Sometimes it is important to just say “thank you.” Many of our Town’s employees go above and beyond to serve our Hollis residents, I am going to mention just a few in no particular order.

Tammy Thompson has been assisting all of the offices at Town Hall. Performing her duties with Tammy Munson our new Code Enforcement Officer, while also assisting with the Assessing Department. Both Tammy’s are oriented to providing prompt professional responses to our residents.

Bennet Flinner, the Select Board’s Office Assistant provides support for every office at Town Hall. In addition to her administrative duties, she uses her expertise to keep the Select Board on task with weekly agendas, help with our computer needs and keeping our website updated. As the Clerk, I value and utilize Bennet’s contributions on a daily basis.

The Town of Hollis is fortunate to have the invaluable institutional memory of Anna McClay serving 27 years as the Tax Collector. Anna demonstrates patience, accuracy and knowledge in her profession. Anna also serves as Deputy Town Clerk and Deputy Treasurer. Anna was recognized by the York County Commissioner’s Office with the York County 2018 Spirit of America Award.

Deb Tefft has served the Town of Hollis as Recreation Director for over 30 years. She gives liveliness and dedication to every project and serves the Town’s residents with programs for all ages. Madison Moody and Deb Tefft make an energetic recreation team. Wanting to keep the kids engaged during our recent COVID-19 2020 down time, Madison and Deb provided craft projects for the local children to pick up during the week and implemented a Quarantine Marathon that benefited our local food pantry.

Chris Young at the age of 13 began as a Junior Fire Fighter for Hollis during the ice storm of 1998. He has served as The Hollis Municipal Fire & Rescue Chief since his appointment in November of 2016. As of this writing, we are experiencing the COVID-19 epidemic and Chris has demonstrated leadership skills and imparted information to many of us on a daily basis working to keep our community safe.

Faith Plummer serves as Deputy Town Clerk, Deputy Tax Collector and Deputy Treasurer. Faith steps up to the plate during very busy election and tax collection seasons. She also volunteers many hours to the Long Range Planning Committee, the Hollis Christmas Fund and other non-profit organizations.

Deb Stitson Assessor’s Report does not begin to tell you the hours that she has put into the Town’s current mapping and revaluation projects. Deb is a Certified Maine Assessor and also serves as Chairperson for the Maine State Board of Property Tax Review. Deb is very respected at Town Hall and by the assessing community.

## **Updates from the Hollis Town Clerk**

Everyone is always glad to see Diane Meserve the Town Treasurer, she brings our paychecks. Diane strives to keep accurate records and accountability for all of the Town's financial records. She also serves as a Deputy Tax Collector.

The Hollis Select Board members David McCubrey, Rita Perron and Jack Rogala work diligently for the Town of Hollis. One of the changes they implemented was moving our election voting place back to the Hollis Community Building. Currently in 2020, they are having an additional ramp installed to assist with the flow of voters during the upcoming Presidential Election in November of 2020. The move of elections back to the Hollis Community Building has greatly improved efficiency in the Clerk's Office.

I have a huge thank you for all of Hollis' Election Staff. It is reassuring to have wonderful people to call on to work the elections. This group's efforts make long election days go smoothly. Our Election Warden Lila Wilkins is accurate and knowledgeable. I appreciate each and every election worker.

We have several young people in our community that have shown interest in working the polls on Election Day: Trevor Hustus (currently serving as one of our MSAD 6 School Board Director's for Hollis and their Chairperson), Max Salvesky and Augie Salvesky. This past year, Augie Salvesky assisted me with cleaning and organizing the Town safe. His agility and patience were invaluable. He cleaned off the high shelves and moved all of the very heavy old record books from shelf to shelf and sometimes back again. I hope to have him come after the July 2020 election to organize some more of the Town's records.

Before undertaking the safe organizing project, Rick Hinds the town's custodian reinforced the shelves in the town's safe. He is a skilled worker and has undertaken many projects at the town hall complex. I appreciate all of his efforts; it is nice to see our buildings and grounds being improved.

Last but not least, Martha Turner who serves as Secretary for the Finance Committee, Planning Board & Appeals Board. She always has a great attitude and keeps accurate minutes.

Thank you to all of the remaining employees, board members, committee members and volunteers that make Hollis a wonderful place to work and to live.

Martha E. Huff, Hollis Town Clerk

# **The Hollis Town Clerk Report July 1, 2018- June 30, 2019**

## **Vital Records Report's July 1, 2018- June 30, 2019**

42 Deaths in Hollis

29 Marriage Licensed completed

47 Births

7/1/2018 – 12/31/2018 State Share of Vital Records \$ 222.80

1/1/2019- 6/30/2019 State Share of Vital Records \$ 250.00

## **In Land Fisheries & Wildlife**

Hunting & Fishing Licensing sales \$6,769.75 sent to Inland Fisheries & Wildlife.

## **Dog Licenses Issued July 1, 2018- June 30, 2019**

742 Dogs Capable of producing young

101 Spayed or Neutered Dogs

5 Kennel Licenses

1 Service Dog

0 Transfer from another town

6 Replacement tag

844 Total Dog licenses sold

5 Dog Kennel Licenses sold

Dog Licensing \$3,386.00 sent to State Animal Welfare Program

Under Maine Law all dogs over six months of age need to be licensed every year between October 15th and December 31st.

Late fees apply after December.

Dog License are \$6.00 for spayed or neutered

\$11.00 for dogs capable of producing young.



**In Remembrance of Hollis Residents  
who passed during the  
fiscal year of July 1, 2018 - June 30, 2019**

<b>Decedent Name</b>	<b>Age</b>	<b>Decedent Name</b>	<b>Age</b>
Ames, Norma Jane	90	McCinnis, Alexander Arthur	29
Berry, Virginia Lillian	100	Moody, Lisa Ruth	60
Bradbury, Alice A.	92	Mooney, Samuel A.	37
Chadbourne, James Edward	65	Morey, Van Lee	67
Cole, Frederick W. Jr.	74	Murphy, Columbanus Edward	47
Cote, Keith A.	60	Nelson, Gary Wayne	72
Curran, John James	75	Nickerson, Edwin George Sr.	83
Dearborn, Eugene Richard	90	Nusom, Anna Matkosky	100
Denbow, Lester Eugene Sr.	70	Phelps, Timothy Scott	53
DeSilva, Helena Mae	77	Phinney, Marjorie Ann	71
Fournier, Robert N.	71	Pinet, Marsha Jane	69
Gardner, Beth Jean	55	Sabine, Tenrance Lee	64
Gardner, Marguerite May	78	Smith, Alva D.	91
Garrigan, Shirtey Margaret	88	Smith, Elton L.	94
Goyette, Michael Joseph Sr.	83	Spofford, Irene	56
Harmon, Alvin Arthur	84	Sughrue, Bart James IV	40
Keniston, Floyd Francis	96	Swasey, Everett Philip Sr.	84
Libbey, Gregory Scott	79	Vachon-Hanson, Wendy Beth	46
Ligouri, Joan G	82	Van Gaasbeek, Leonard Sitzer Jr.	88
London, Barbara Mary	52	Wescott, Arthur Stevens Jr.	86
Maggs, Charles Frederick	90	Williams, Paula Rae	68

STATE OF MAINE  
Warrant for the Hollis Annual Town Meeting  
JUNE 12, 2018  
Fiscal year July 1, 2018-June 30, 2019

STATE OF MAINE

COUNTY OF YORK

To: Kaden Flynn, a constable in the Town of Hollis,

Greetings:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants in said town of Hollis qualified to vote in town affairs to meet at the Hollis Fire Station, 405 Plains Road, in said Town of Hollis on Tuesday, the twelfth day of June A.D. 2018 (June 12, 2018) at 6:45 a.m. in the morning to act on **Article 1**. The polls will open at 7:00 a.m. (seven o'clock in the forenoon) and close at 8:00 p.m. (eight o'clock in the evening) to act on **Article 2 through 20** all secret ballot voting.

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

Lila Wilkins was elected Moderator.

**Article 2:** To choose the necessary town officials;

One (1) Select Board Member/ Overseer of the Poor for a three-year term,

One(1) Treasurer for a three-year term,

One (1)Road commissioner for two-year term

**FOR SELECTBOARD AND OVERSEER OF THE POOR FOR A 3 YEAR TERM**

**606 MCCUBREY, DAVID**

**345 RONDEAU, JOHN**

**119 Blank Ballots**

**1070 Total Ballots Cast**

**FOR TREASURER FOR A 3 YEAR TERM**

**952 MESERVE, DIANE M.**

**118 Blank ballots**

**1070**

**FOR ROAD COMMISSIONER FOR A TWO-YEAR TERM**

**922 HANSON, ROBERT M., JR.**

**148 Blank Ballots**

**1070**

*Note: June 12, 2018 - the SAD #6 candidates are now being voted at large on a separate SAD #6 Ballot due to the reapportionment of SAD #6 in 2017-2018.*

**Article 3:** Shall the Town vote to raise, appropriate and expend up to **\$1,109,919.79** for General Government Operations?

100	Administration	\$ 157,001	\$ <b>163,176.50</b>
101	Broadcasting	\$ 8,115	\$ <b>5,740.97</b>
103	Treasurer Office	\$ 50,949	\$ <b>40,006.75</b>
104	Town Clerk Office	\$ 50,135	\$ <b>40,113.75</b>
105	Elections	\$ 26,945	\$ <b>39,330.97</b>
106	Tax Collector Office	\$ 58,250	\$ <b>48,913.75</b>
107	Assessor	\$ 61,750	\$ <b>65,995.09</b>
150	Legal Fees	\$ 10,000	\$ <b>15,000.00</b>
400	Operations & Management	\$ 61,580	\$ <b>149,002.32</b>
1300	Insurance	\$ 253,318	\$ <b>292,802.84</b>
1600	FICA (withholding)	\$ 75,691	\$ <b>81,794.13</b>
1800	Animal Control	\$ 13,015	\$ <b>13,212.42</b>
2200	Planning Board	\$ 12,388	\$ <b>12,744.49</b>
2205	Budget Committee	\$ 2,200	\$ <b>0.</b>
2205	Finance Committee	\$ 0.	\$ <b>3,014.16</b>
2210	Appeals Board	\$ 1,873	\$ <b>2,387.09</b>
2350	Community Clothing Closet	\$ 2,000	\$ <b>1,875.00</b>
2298	Veteran’s Flags	\$ 700	\$ <b>700.00</b>
2370	Conservation Commission	\$ 600	\$ <b>600.00</b>
2400	Saco River TV	\$ 15,000	\$ <b>16,676.00</b>
2500	Code Enforcement	\$ 71,100	\$ <b>116,833.56</b>
		\$ 932,610	\$ <b>1,109,919.79</b>

Select Board Recommend

559 Yes 347 No 164 Blank ballots 1070 Ballots cast

**Article 4:** Shall the Town vote to raise, appropriate and expend up to **\$301,542.** for the Recreation Department?

		17-18 Budget	18-19 Budget
1200	Hollis Recreation Department	\$ <b>258,966</b>	\$ <b>273,972.</b>
1219	Sports Complex	\$ <b>43,394</b>	\$ <b>27,570.</b>
		\$ <b>302,360</b>	\$ <b>301,542.</b>

Select Board Recommend

636 Yes 345 No 89 blanks 1070 cast ballots

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

		17-18 Budget	18-19 Budget
500	Snow & Sanding	\$434,000.	<b>\$434,000.</b>

Select Board Recommend  
 826 Yes 154 No 90 Blank ballots 1070

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

		17-18 Budget	18-19 Budget
600	Highway	<b>\$147,205</b>	<b>\$ 147,205.</b>
601	Paving	<u><b>\$150,000</b></u>	<u><b>\$ 150,000.</b></u>
		<b>\$297,205</b>	<b>\$ 297,205.</b>

Select Board Recommend  
 825 Yes 157 No 88 blanks 1070

**Article 7:** Shall the Town vote to raise, appropriate and expend up to **\$722,131.99** for Emergency Services provided by the Hollis Municipal Fire & Rescue Department?

		17-18 Budget	18-19 Budget
300	Emergency Services	<b>\$530,713</b>	<b>\$722,131.99</b>

Select Board Recommend  
 693 Yes 284 No 93 blanks 1070

**Article 8:** Shall the Town vote to raise, appropriate and expend up to **\$25,090.** for General Assistance?

		17-18 Budget	18-19 Budget
1000	General Assistance	<b>\$15,000</b>	<b>\$25,090.</b>

Select Board Recommend  
 632 Yes 343 No 95 blanks 1070

**Article 9:** Shall the Town vote to raise, appropriate and expend up to **\$255,750.** for Public Services?

		17-18 Budget	18-19 Budget
900	Solid Waste Disposal	<b>\$240,200</b>	<b>\$ 241,000.</b>
2000	Street Lights	<u><b>\$ 14,500</b></u>	<u><b>\$ 14,750.</b></u>
		<b>\$254,950</b>	<b>\$ 255.750.</b>

Select Board Recommend

Article 9 : 791 Yes 246 No 33 blanks 1070

**Article 10:** Shall the town vote to raise, appropriate and expend up to **\$84,373.07** for Hollis Libraries?

	17-18 Budget	18-19 Budget
800 Salmon Falls Library	<b>\$48,093</b>	<b>\$51,022.07</b>
810 Hollis Center Library	<b>\$35,000</b>	<b>\$33,351.</b>
	<b>\$83,093.00</b>	<b>\$84,373.07</b>

Select Board Recommend

666 Yes 366 No 38 Blanks 1070 TVC

**Article 11:** Shall the Town vote to raise, appropriate and expend up to **\$20,650.** for the following non-municipal requests?

	Budget 2018-2019
2299 York County Shelters	<b>\$ 700</b>
2300 Visiting Nurse Service	<b>\$ 1,850</b>
2301 York County Com. Action	<b>\$ 3,400</b>
2302 Leavitt's Mills Health Care	<b>\$ 1,800</b>
2303 Kids Free to Grow	<b>\$ 500</b>
2305 Maine Behavioral Health	<b>\$ 500</b>
2306 Day One Inc.	<b>\$ 500</b>
2307 So. Maine Agency on Aging	<b>\$ 2,750.</b>
2310 Cub Scouts	<b>\$ 1,200.</b>
2314 Red Cross	<b>\$ 300</b>
2315 Buxton- Hollis Historical	<b>\$ 1,000</b>
2317 VNA Home Health	<b>\$ 250.</b>
2318 Maine Public Broadcasting	<b>\$ 100.</b>
2320 Saco River Corridor Comm.	<b>\$ 300</b>
2323 Ladawn Therapeutic Riding	<b>\$ 1,500.</b>
2328 Anytime Services for Seniors	<b>\$ 1,500.</b>
2329 Life Flight of Maine	<b>\$ 1,000.</b>
2330 So ME Veteran's Cemetery Assn.	<b>\$ 1,000.</b>
2331 Health Equity Alliance	<b>\$ 500.</b>
	<b>\$20,650.</b>

Select Board Recommend

775 Yes 265 No 30 Blanks 1070

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

1. Charge Interest on unpaid taxes, determine the rate thereon, set the due date for taxes, and to set the date on which interest shall commence. (Tax Collector charging interest at a rate of 8% per annum, that taxes be due and payable in two (2) payments. the first due on November 7, 2018 and the second on May 1, 2019 with interest commencing on the first half on November 8, 2018 and the second half on

May 2, 2019)

2. Accept prepayment of taxes

3. Set the interest rate to be paid by the Town on the refunded overpayment of Taxes for the 2018-2019 Fiscal year set at 4% as recommended by the Tax Collector & Select Board and

4. Apply all tax payments to the oldest outstanding taxes first?

Select Board Recommend

721 Yes 265 No 40 blanks 1070

**Article 13:** Shall an ordinance entitled "Town of Hollis Emergency Subscription Program" be enacted?

574 Yes 414 No 82 blanks 1070

**Article 14:** Shall the town vote to establish separate protected accounts for the Town Heat Fund and the Town Christmas Fund each to be carried forward annually?

790 Yes 233 No 47 blanks 1070

**Article 15:** Shall an ordinance entitled, "Mailbox Ordinance" be enacted?

303 Yes 621 NO 146 blanks 1070

ARTICLE # 15 FAILED

**Article 16:** Shall an ordinance entitled, "Naming of Roads and Numbering of Properties" be amended?

467 Yes 470 No 133 blanks 1070 Article #16 Failed

**Article 17:** Shall the Town vote to raise, appropriate and expend up to \$120,000.to be added to the Emergency Services appropriation to provide for two (2) overnight staff at the Hollis Fire & Rescue Department?

Select Board Recommend

698 Yes 297 No 75 Blanks 1070

**Article 18:** Shall an Ordinance entitled," Hollis Planning Board Ordinance" be enacted and the ordinance entitled," Hollis Planning Board Membership Ordinance," be repealed?

516 Yes 397 No 157 blanks 1070

**Article 19:** Shall the Town vote to increase the property tax levy limit in the amount of \$1,045,344.00 established for the Town of Hollis by State Law, in the event that the municipal budget approved under the preceding articles results in a tax commitment that is greater than this property tax limit?

Yes 381 573 No 116 blanks 1070

Article #19 Failed

**Article 20:** Shall the Town vote to accept and apply estimated and anticipated revenues and reimbursements to the 2018-2019 Tax Commitment in the amount of **\$2,333,434.?**

Anticipated Revenues	2017-2018	2018-2019
MDOT Block Grant	\$ 51,492	\$ 52,284.
Code Enforcement Grant	\$ 80,000	\$ 100,000.
Dog Fees	\$ 2,000	\$ 1,500.
Excise Tax	\$ 810,000	\$ 925,000.
Rescue Fees	\$ 120,000	\$ 120,000.
Parks & Recreation Fees	\$ 180,000	\$ 180,000.
Misc. Rev & Reimbursements	\$ 80,000	\$ 120,000.
BETE Reimbursements	\$ 300,000	\$ 475,000.
Homestead Reimbursements	\$ 116,000	\$ 160,000.
Tree Growth Reimbursements	\$ 23,000	\$ 23,000
Veteran's Exemption Reimbursements	\$ 2,000	\$ 2,000.
State Revenue Sharing	\$ 128,811.71	\$ 124,650.
Cable Franchise Fees	\$ 40,000	\$ 50,000.
	<u>\$1,933,303.71</u>	<u>\$2,333,434.</u>

Select Board Recommend  
739 Yes 252 No 79 blanks 1070

The Hollis Annual Town Meeting warrant was originally signed by the Hollis Select Board on March 21, 2018. **This warrant is an amended warrant, replacing the prior warrant that was signed on March 21, 2018.**

Given under our hands this 25<sup>th</sup> day of April, A.D. 2018  
s/ Roger B. Hicks, Select Board Chair  
s/ Rita B. Perron, Select Board

Amended Warrant Received by the Town Clerk: M Huff  
Date: 4/25/2018

---

**Attachments to the Warrant amended April 25, 2018.**

Town of Hollis Emergency Medical Subscription Program Ordinance (2 pages) Article #13 passed  
Town of Hollis Mailbox Ordinance (5 pages) Article #15 failed  
Town of Hollis Naming of Roads and Numbering of Properties Ordinance (3 pages) Article #16 failed  
Town of Hollis Planning Board Ordinance (2 pages) Article 18 passed.



The Registrar of Voters will hold regular Town office hours two weeks prior to the election, Tuesday, Thursday and Friday, 9 -4 and Wednesday noon- 8 p.m.

The Registrar of Voters will be available at the polls to correct any errors, correct a name or address on the voting list and to accept registrations of persons eligible to vote and to accept new enrollments.

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

A voter not enrolled in a political party may not vote in a primary election.

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## **Return on the Warrant**

### **Hollis Annual Town Meeting being held on June 12, 2018.**

Town of Hollis, York County, State of Maine

Date: 5/22/2018

Pursuant to the within warrant to me directed, I have notified and warned the inhabitants of said Town, qualified as herein expressed, to meet at said time and place, and for the purposes therein named, by posting an attested copy of said warrant at the Hollis Town Hall, Your Country Store , Johnson's Garage and The Hollis Town Clerk's Office in said town, being public and conspicuous places in said town, on the 22<sup>nd</sup> day of May 2018 A.D. , being at least seven days before the Annual Town Meeting on June 12, 2018.

s/ Kaden Flynn, Constable

## **Town of Hollis Emergency Medical Subscription Program Ordinance**

This ordinance implements the Town of Hollis Emergency Medical Subscription program designed for Town residents, both individual and/or family members, residing in a household in the Town of Hollis.

The program provides cost coverage if a subscriber is transported and/or provided medical services, by the Town of Hollis Fire & Rescue Department, or a mutual aid medical transport services to a medical facility which is not covered by an existing insurance policy or in the event that the subscriber has no insurance coverage.

The plan will not cover medical transportation/services provided by another emergency medical service provider, unless the provider is responding to a mutual aid request from the Hollis Fire & Rescue Department, or any medical emergency which occurs outside the Town of Hollis.

An annual fee, as shown on the attached application form, is required to accompany the subscription application and will cover any family member listed in the subscription form who resides in the household and in the Town of Hollis.

Medical transportation/services costs will not be billed by the Town of Hollis for the co-pay or charges that a subscriber's insurance does not cover for Emergency Medical Services. If a resident has no insurance, the entire bill will be forgiven by the Town.

The subscription plan is renewable annually of each calendar year, and for the year designated by the subscriber.

All funds collected through this plan will be placed in a protected account in the Town and will not be used for any other purpose other than to cover medical bills derived from transportation/services by the Hollis Fire & Rescue Department to this program subscriber.

Subscribers are required to complete the attached subscription form and return it with the appropriate subscriber's fee to the Hollis Town Treasurer.

Adopted: June 12, 2018 Annual Town Meeting Vote

Name: _____	Sex/Date of Birth: _____ / _____ / _____
Name: _____	Sex/Date of Birth: _____ / _____ / _____
Name: _____	Sex/Date of Birth: _____ / _____ / _____
Name: _____	Sex/Date of Birth: _____ / _____ / _____
Name: _____	Sex/Date of Birth: _____ / _____ / _____
Name: _____	Sex/Date of Birth: _____ / _____ / _____

Relationship: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Street Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

As a subscription member you will be billed for emergency medical services provided by the Town of Hollis. That portion not covered by your insurance for Hollis Fire & Rescue (EMS) transportation to the hospital from within the Town will be covered by this plan. This subscription agreement covers the period from January 1<sup>st</sup> to December 31<sup>st</sup>. This plan does not take the place of your existing insurance but only helps to assist in paying that portion of your bill that is not covered by other insurance.

Subscriptions are renewable within the first 30-days at the beginning of each calendar year.

Choose your plan:

- \$25 Senior Citizen Plan (per person, ages 60 & over)
- \$30.00 Senior Couple (ages 60 & over)
- \$35.00 Single Resident
- \$40.00 Family Plan
- \$50.00 Family of 3

Please fill out this enrollment form and return it with your check payable to the Town of Hollis, Attn: EMS Plan. Upon receipt of your application, you will receive membership confirmation. If you desire more information regarding this plan, you may call the Administrative Assistant to the Select Board (207) 929-8552, Ext 26.

# TOWN OF HOLLIS

## PLANNING BOARD ORDINANCE

1. Establishment: Pursuant to State of Maine statute, the Town of Hollis hereby redefines the Hollis Planning Board, and revises the Hollis Planning Board Ordinance approved at the March 3, 1984, Annual Town Meeting.
  
2. Appointment
  - A. Board members shall be appointed by the Hollis Select Board and sworn by the Town Clerk or other person authorized to administer oaths.
  - B. The Board shall consist of seven (7) members plus two (2) alternates.
  - C. The term of each member shall be for three (3) years. Members may be reappointed by the Select Board for additional three-year terms.
  - D. When there is a permanent vacancy, the Select Board shall within sixty (60) days of its occurrence appoint a person to serve for the unexpired term. A vacancy shall occur upon the resignation or death of any member, or when a member ceases to be a voting resident of the town, or when a member fails to attend seventy-five (75) percent of all meetings during the preceding twelve (12) months. When a vacancy occurs, the Board Chair shall immediately so advise the Select Board in writing. The Planning Board Chair may recommend to the Select Board that the attendance provision be waived for cause, such as medical or personal leave. The Select Board may remove a member of the Planning Board by unanimous vote.
  - E. A municipal officer may not be a member.
  
3. Organization and Rules
  - A. The Planning Board shall elect annually a Chair and a Vice-chair from among its members. The Vice-chair shall include secretarial responsibilities. Minutes will be recorded by a non-member secretary hired by the Select Board.
  - B. The Chair shall call a minimum of twelve (12) meetings per year.
  - C. No official meeting of the Board shall be held without a quorum consisting of four (4) members. Workshops, public hearings, and site visits may be held with fewer members present.
  - D. The Board shall adopt rules for transaction of business, and the recording secretary shall keep a record of the Board's resolutions, transactions,

correspondence, findings and determinations. All records shall be deemed public and may be inspected at reasonable times during regular business hours.

4. Duties and Powers

- A. The Board shall participate in the preparation of a Comprehensive Plan as defined by MRSA #4961.
- B. The Board shall perform such duties and exercise such powers as are provided by Hollis Zoning Ordinance, Hollis Shoreland Zoning Ordinance, Hollis Subdivision Regulations, and the laws of the State of Maine.
- C. The Board may obtain goods and services necessary to properly function within the limits of appropriations made for that purpose.
- D. The Board shall submit an annual report to be included in the town's annual report.
- E. The Board shall submit an annual budget request to the Select Board.

Adopted by Town Meeting Vote June 12, 2018

STATE OF MAINE  
Warrant for the Special Hollis Town Meeting  
November 06, 2018

STATE OF MAINE

COUNTY OF YORK

To: Kaden Flynn, a constable in the Town of Hollis,

Greetings:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants in said Town of Hollis qualified to vote in town affairs to meet at the Hollis Fire Station, 405 Plains Road, in said Town of Hollis on Tuesday, the sixth day of November A.D. 2018 (November 06, 2018) at 6:45 a.m. in the morning to act on **Article 1**. The polls will open at 7:00 a.m. (seven o'clock in the forenoon) and close at 8:00 p.m. (eight o'clock in the evening) to act on **Article: 2 and 3** all by secret ballot voting.

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

*Lila Wilkins was elected Moderator.*

**Article 2:** To elect one (1) Select Board Member & Overseer of the Poor to fill a vacant term expiring in June of 2019.

<i>Rogala, John</i>	<i>1775</i>
<i>Blank Ballots</i>	<i>503</i>
<i>total ballots cast</i>	<i>2278</i>

**Article 3:** Shall an ordinance entitled, "Ordinance Establishing a Moratorium on Medical Marijuana Registered Caregiver Retail Stores, Medical Marijuana Registered Dispensaries, Medical Marijuana Testing Facilities and Medical Marijuana Manufacturing Facilities" be enacted?

<i>Yes</i>	<i>1004</i>
<i>No</i>	<i>1199 – article #3 failed</i>
<i>blank ballots</i>	<i>75</i>
<i>total ballots cast</i>	<i>2278</i>

**Article 4:** Shall an ordinance entitled, "The Town of Hollis Minimum Standards for Rental Housing and Vacant Buildings dated 8/15/2018" be enacted?

<i>Yes</i>	<i>1274</i>
<i>No</i>	<i>894</i>
<i>Blanks</i>	<i>110</i>
<i>Total Ballots Cast</i>	<i>2278</i>

This amended Special Town Meeting Warrant signed August 15<sup>th</sup> of 2018 and replaces the July 18<sup>th</sup> 2018 Warrant. Given this 15<sup>th</sup> day of August of 2018,

S/signature on file

David McCubrey, Chairperson

S/signature on file

Rita B. Perron

The Registrar of Voters will hold regular Town office hours two weeks prior to the election, Tuesday, Thursday and Friday, 9 -4 and Wednesday noon- 8 p.m.

The Registrar of Voters will be available at the polls to correct any errors, correct a name or address on the voting list and to accept registrations of persons eligible to vote and to accept new enrollments.

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

A voter not enrolled in a political party may not vote in a primary election.

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## **Return on the Warrant**

### **Hollis Special Town Meeting being held on November 06, 2018**

Town of Hollis, York County, State of Maine

Date: 10/24/2018

Pursuant to the within warrant to me directed, I have notified and warned the inhabitants of said Town, qualified as herein expressed, to meet at said time and place, and for the purposes therein named, by posting an attested copy of said warrant at the Hollis Town Hall, Your Country Store , Johnson's Garage and The Hollis Town Clerk's Office in said town, being public and conspicuous places in said town, on the 24<sup>th</sup> day of October 2018 A.D. , being at least seven days before the Special Town Meeting on November 06, 2018.

S/signature on file

Kaden Flynn, Constable

**The Town of Hollis Minimum Standards for Rental Housing and Vacant Building Dated 8/15/2018**

**Definitions.**

The following words and phrases, when used in this article, shall have the meanings respectively ascribed to them:

Basement shall mean the portion of a building below the ground floor having not more than half of its clear height below the adjoining grade.

Dwelling Unit shall mean any house, building or part thereof which is occupied or intended to be occupied, in whole or in part, for living and sleeping by one (1) or more occupants. Dwelling premises shall mean the land and auxiliary buildings thereon used or intended to be used in conjunction with a dwelling.

Enforcement authority means and includes the building authority or his or her designee, and the health authority.

Habitable room shall mean a room used, or intended to be used, for living, sleeping, cooking, or eating purposes and excludes bathrooms, toilet rooms, laundries, pantries, halls, closets, heater rooms, utility rooms, and attics. Basement or cellar areas are not habitable rooms except as permitted in this article.

Multiple dwelling shall mean any dwelling containing more than two (2) dwelling units, rooming units, or combination of both.

Occupant shall mean any person, including an owner or operator, residing in or having actual possession of a dwelling unit or rooming unit.

Operator shall mean any person who has charge, care, management, or control of any dwelling or part thereof in which dwelling units or rooming units are let or offered for occupancy.

Owner shall mean any person or persons who alone or jointly legally owns the property.

Supplied shall mean installed, furnished, or provided by the owner at his or her expense.

**Minimum Standards for Dwellings Established.**

The following are the established minimum standards for buildings used for dwelling purposes in the town. All such buildings not now conforming to these standards will be required to meet such minimum standards, and buildings newly constructed or converted for dwelling purposes shall meet such minimum standards. The standards set forth herein are intended to be minimum only and shall not be construed otherwise, nor shall they apply wherever a greater standard is required by any other ordinance or law.

Sec. 1. Minimum standards for structural elements.



No person shall occupy as owner-occupant or shall allow another to occupy any dwelling, dwelling unit, rooming house, rooming unit, or a combination of the same, which does not comply with the following minimum standards:

- (a) Foundations, basements, cellars, exterior walls, roofs. Every foundation, basement, cellar, exterior wall, and roof shall be substantially weathertight, watertight; shall be structurally sound and in good repair; and shall be safe for the intended use as well as capable of supporting whatever load normal use may cause to be placed thereon.
- (b) Every exterior wall or portion thereof shall be painted or stained. Insulation shall be installed and maintained so as not to present a health or safety hazard to occupants. Water from roofs shall be so drained and conveyed therefrom as not to cause repeatedly wet floors, walls, or ceilings, or hazard to adjacent buildings or the occupants thereof.
- (c) Interior floors, walls, ceilings and doors. Every floor, wall, ceiling, and door shall be in a structurally sound condition and in good repair.
- (d) Exterior windows, doors and skylights. Every window or door, including basement or cellar door and hatchway, and skylight shall be substantially weathertight, watertight, and shall be kept in sound working condition and good repair.
- (e) Stairways, stairwells, stairs and porches. Every inside and outside stairway, stairwell, stairs, and porch and any appurtenances thereto shall be structurally sound, in good repair, and safe to use.
- (f) Chimneys, flues and vent. Every chimney and every flue, vent, and smoke pipe and any attachments thereto shall be structurally sound, in good repair, and safe to use.
- (g) Required equipment and utilities. Every supplied facility, piece of equipment, or utility which is required under this article shall be so constructed and installed that it will function safely and effectively and shall be maintained in good working condition.

Sec. 2. Sanitation and maintenance of equipment; division of responsibility therefor.

Every dwelling, dwelling unit, rooming house, rooming unit, dwelling premises, or combination of the same, shall be kept and maintained in a sanitary and clean condition, and facilities shall be provided, in accordance with the following division of responsibility:

- (a) Maintenance of assigned areas. Every occupant of a dwelling, dwelling unit, or rooming unit shall maintain in a clean and sanitary manner that part of the dwelling, dwelling unit, or rooming unit, and dwelling premises which he or she occupies and controls.
- (b) Maintenance of shared areas. Every owner or operator of a multiple dwelling or rooming house shall maintain in a clean and sanitary condition the shared or public areas of the dwelling and dwelling premises.

Sec. 3. Standards for unoccupied residential structures.

The owner of any unoccupied structure containing dwelling units or rooming units or any combination thereof shall comply with the following minimum standards:

(a) Foundations, basements, cellars, exterior walls, roofs. Every foundation, basement, cellar, exterior wall and roof shall be substantially weathertight, watertight; shall be structurally sound and in good repair; and shall be safe for the intended use as well as capable of supporting whatever load normal use may cause to be placed thereon.

(b) Interior floors, walls, ceilings and doors. Every floor, wall, ceiling and door shall be in a structurally sound condition.

(c) Exterior windows, doors and skylights. Every window or door, including basement or cellar door and hatchway, and skylight shall be substantially weathertight, and watertight and shall be kept secured to prevent ingress of people.

(d) Stairways, stairwells, stairs and porches. Every outside stairway, stairwell, stairs and porch and any appurtenances thereto shall be structurally sound, in good repair and safe to use.

(e) Chimneys, flues and vent. Every chimney shall be structurally sound.

#### Sec. 4. Minimum plumbing standards.

No person shall occupy as owner-occupant or shall allow another to occupy any dwelling, dwelling unit, rooming house, or rooming unit which does not comply with the following minimum standards:

(a) Basic facilities. Every dwelling unit shall contain within its walls, in sound operating condition, a kitchen sink, a private flush toilet, lavatory basin, and bathtub or shower.

(b) Water supply. Every kitchen sink, lavatory basin, and bathtub or shower required by this article shall be properly connected with hot and cold-water lines.

(c) Maintenance of plumbing fixtures. All fixtures required by this article and all fixtures installed in addition thereto shall be properly installed and maintained in sound mechanical condition, free from defects, leaks, or obstructions, and in accordance with the state plumbing.

#### Sec. 5. Minimum lighting standards.

No person shall occupy as owner-occupant or shall allow another to occupy any dwelling, dwelling unit, rooming house, or rooming unit which does not comply with the following minimum standards:

(a) Habitable rooms. Every habitable room, other than rooms used primarily for sleeping, shall contain at least two (2) separate duplex convenience outlets or at least one (1) duplex convenience outlet and one (1) ceiling-type or wall-type electric light fixture.

(b) Rooms used primarily for sleeping, bathrooms, utility rooms, cellars and basements. Every room used primarily for sleeping, water-closet compartment, bathroom, laundry room, furnace room, cellar and basement shall contain at least one (1) ceiling-type or wall-type electric light fixture.

(c) Passageways and common stairway. Every passageway and stairway shall have at least one (1) ceiling-type or wall-type electric light fixture adequate to provide safe passage.

(d) Extension cords. No temporary wiring shall be used except extension cords which run directly from portable electrical fixtures to convenience outlets, ceiling or wall-type fixtures and which do

not lie under rugs or other floor coverings, nor extend through doorways, transoms or similar openings through structural elements.

(e) Maintenance of lighting fixtures. All fixtures required by this article and all fixtures installed in addition thereto shall be maintained in good and safe working conditions and shall be installed in accordance with the electrical code of the town.

#### Sec. 6. Inspections.

The health or building authority or his or her designee, upon showing proper identification, shall have the right to enter at any and all reasonable times into or upon any dwelling or dwelling premises within the Town for the purpose of inspecting the dwelling or dwelling premises in order to determine compliance with the provisions of this article and for the purpose of examining and inspecting any work performed under the provisions of this article, and it shall be a violation of this article for any person to interfere with or prevent such inspection.

#### Sec. 7. Notices.

When any violation is found to exist within the meaning of this article, the health or building authority or his or her designee shall give the owner, operator or occupant, or both a written order or notice which shall set forth the violation and shall contain a reasonable time limit for the correction thereof.

#### Sec 8. Reinspection's.

After the expiration of the time for correction of a violation, the health or building authority or his or her designee shall make a reinspection of the premises, and if the violation has not been corrected and no appeal is pending as hereinafter provided, such authority may make such further order as he deems advisable or he may proceed to take legal action against the person liable for such violation.

#### Sec. 9. Properties unfit for human habitation; and posted against occupancy.

Any dwelling, dwelling unit, rooming house, rooming unit, or any structure or portion thereof being used for human habitation which is in violation of the provisions of this article to the extent that it is unfit for human habitation according to the standards contained herein or other applicable standards may be condemned for habitation and posted against occupancy by the building authority or his or her designee. Property unfit for human habitation shall include but not be limited to:

(a) Properties which are either damaged, decayed, dilapidated, unsanitary, unsafe, or vermin-infested in such a manner as to create a serious hazard to the health, safety, and general welfare of the occupants or the public;

(b) Properties which lack plumbing, ventilating, lighting or heating facilities or equipment adequate to protect the health, safety and general welfare of the occupants or the public;

(c) Properties which, because of their general condition, state of the premises, number of occupants, or location, are so unsanitary, unsafe, overcrowded or otherwise dangerous or detrimental that they create a serious menace to the occupants or the public;

#### Sec. 10. Notice of condemnation and posting; order to vacate.

The building authority or his or her designee shall give notice in writing to the property owner or operator of such condemnation and posting, and in the event such property is occupied, he or she shall give like notice to the occupant, which shall also include a reasonable time limit within which such property shall be vacated.

Sec. 11. Property not to be occupied again for habitation.

No property which has been condemned and posted against occupancy shall again be used for the purpose of habitation until the building authority or his or her designee shall in writing approve of its use and shall likewise authorize the removal of the posted notice. Notices not to be removed; property not to be used or let; exception. It shall be a violation of this article for any person to deface or remove any such posted notice without the prior approval of the building authority or his or her designee, and it shall also be a violation of this article for any person to occupy or let to another for occupancy any property which has been condemned and posted as provided above without receiving the prior approval of the building authority or his or her designee.

Sec. 12. Violations.

(a) Any owner, occupant, or operator of a building, structure, or premises shall be guilty of an offense and subject to penalties who allows a violation to occur or remain at any building, structure, or premises that he or she owns, occupies, or controls; or fails to comply with any lawful order issued pursuant to this Article.

(b) The imposition of a penalty for a violation does not excuse that violation or allow it to continue.

Sec. 13. Enforcement & Violations.

(a) Any owner, occupant, or operator of a building, structure, or premises shall be guilty of an offense and subject to the penalties and remedies provided in Chapter and 30-A M.R.S. § 4452. The minimum penalty for a specific violation is \$100, and the maximum penalty is \$2,500 per day.

(b) The enforcement authority is authorized to institute, or cause to be instituted by the Town Attorney, in the name of the Town any and all actions, legal or equitable, that may be appropriate or necessary for the enforcement of the provisions of this article.

(c) A \$50 reinspection fee shall be charged each time the property is reinspected.

**EFFECTIVE DATE.**

This Ordinance takes effect immediately upon adoption. This Ordinance shall take effect immediately upon voter approval at the Special Town Meeting November 06, 2018. Article 4: Shall an ordinance entitled, "The Town of Hollis Minimum Standards for Rental Housing and Vacant Buildings dated 8/15/2018" be enacted? **Article #4 passed November 6, 2018**

**SEVERABILITY.**

Should any section or provision of this Ordinance be declared by any court to be invalid, such a decision shall not invalidate any other section or provision.

# Warrant for the Hollis Annual Town Meeting

Fiscal Year: July 1, 2019 – June 30, 2020

STATE OF MAINE

COUNTY OF YORK/ss

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

## GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants in said Town of Hollis qualified to vote in town affairs to meet at the Hollis Community Building, 35 Town Farm Road in said Town of Hollis on Tuesday, the eleventh day of June A.D. 2019 (June 11, 2019) at 6:45 a.m. in the morning to act on ARTICLE 1. The polls will open at 7:00 a.m. (seven o'clock in the forenoon) and close at 8:00 p.m. (eight o'clock in the evening) to act on using secret ballot voting on Articles 2 through 16.

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

*Lila Wilkins was elected Moderator*

Article 2: To elect the necessary Town Officials:

One (1) Select Board Member/Overseer of the Poor for a three (3) year term

*241 John Rogala*

*52 blank ballots*

One (1) Town Clerk for a three (3) year term

*276 Martha Huff*

*17 Blank Ballots*

Article 3: Shall the Town vote to raise, appropriate and expend up to \$ 1,086,588 for General Government Operations?

	18-19 Budget	19-20 Budget
0100 Administration	\$ 163,177	\$163,150
0101 Broadcasting	\$ 5,741	\$ 5,550
0103 Treasurer Office	\$ 40,007	\$ 43,334
0104 Town Clerk Office	\$ 40,114	\$ 44,206
0105 Elections	\$ 39,331	\$ 39,630
0106 Tax Collector Office	\$ 48,914	\$ 54,417
0107 Assessing Office	\$ 65,995	\$ 70,500
0150 Legal Fees	\$ 15,000	\$ 15,000
0400 Operations & Maintenance	\$ 149,002	\$129,250
1300 Insurance	\$ 292,803	\$280,150
1600 FICA (withholding)	\$ 81,794	\$ 99,300
1800 Animal Control	\$ 13,212	\$ 14,951
2200 Planning Board	\$ 12,744	\$ 17,800
2205 Finance Committee	\$ 3,014	\$ 2,600
2210 Appeals Board	\$ 2,387	\$ 1,700
2350 Community Clothing Closet	\$ 1,875	\$ 1,500
2298 Veteran's Flags	\$ 700	\$ 700

2370	Conservation Commission	\$ 600	\$ 600
2400	Saco River TV	\$ 16,676	\$ 15,500
2500	Code Enforcement Office	<u>\$ 116,833</u>	<u>\$ 86,750</u>
		\$1,109,920	\$1,086,588

**Select Board Recommends**

236 Yes  
31 No  
26 blank ballots

**Finance Committee Recommends**

**Article 4: Shall the Town vote to raise, appropriate and expend up to \$291,861 for the Recreation Department?**

		<b>18-19 Budget</b>	<b>19-20 Budget</b>
1200	Hollis Recreation Department	\$ 273,972	\$ 264,571
1219	Sports Complex	<u>\$ 27,570</u>	<u>\$ 27,290</u>
		\$ 301,542	\$ 291,861

**Select Board Recommends**

223 Yes  
56 No  
14 Blank ballots

**Finance Committee Recommended**

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

		<b>18-19 Budget</b>	<b>19-20 Budget</b>
500	Snow & Sanding	\$ 434,000	\$ 434,000

**Select Board Recommends**

265 Yes  
15 No  
13 blank

**Finance Committee Recommends**

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

		<b>18-19 Budget</b>	<b>19-20 Budget</b>
600	Highway	\$147,205	\$147,205
601	Paving	<u>\$150,000</u>	<u>\$150,000</u>
		\$297,205	\$297,205

**Select Board Recommends**

260 Yes  
22 No  
11 Blank

**Finance Committee Recommends**

**Article 7: Shall the Town vote to raise, appropriate and expend up to \$842,132 for Emergency Services provided by the Hollis Municipal Fire & Rescue Department?**

	<b>18-19 Budget</b>	<b>19-20 Budget</b>
<b>300 Emergency Services</b>	<b>\$842,132</b>	<b>\$842,132</b>

**Select Board Recommends**                      **Finance Committee Recommends**

*260 Yes*  
*33 No*  
*0 Blank*

**Article 8: Shall the Town vote to raise, appropriate and expend up to \$20,000 for General Assistance?**

	<b>18-19 Budget</b>	<b>19-20 Budget</b>
<b>1000 General Assistance</b>	<b>\$25,090</b>	<b>\$20,000</b>

**Select Board Recommends**                      **Finance Committee Recommends**

*253 Yes*  
*39 No*  
*1 Blank*

**Article 9: Shall the Town vote to raise, appropriate and expend up to \$260,300 for Street Light and Public Sanitation Services?**

	<b>18-19 Budget</b>	<b>19-20 Budget</b>
<b>900 Solid Waste Disposal</b>	<b>\$ 241,000</b>	<b>\$245,000</b>
<b>2000 Street Lights</b>	<b><u>\$ 14,750</u></b>	<b><u>\$ 15,300</u></b>
	<b>\$ 255,750</b>	<b>\$260,300</b>

**Select Board Recommends**                      **Finance Committee Recommends**

*250 Yes*  
*42 No*  
*1 Blank*

**Article 10: Shall the Town vote to raise, appropriate and expend up to \$85,574 for Libraries located in Hollis?**

	<b>18-19 Budget</b>	<b>19-20 Budget</b>
<b>800 Salmon Falls Library</b>	<b>\$51,022</b>	<b>\$ 50,424</b>
<b>810 Hollis Center Library</b>	<b><u>\$33,351</u></b>	<b><u>\$ 35,150</u></b>
	<b>\$84,373</b>	<b>\$ 85,574</b>

**Select Board Recommends**                      **Finance Committee Recommends**

*227 Yes*  
*64 No*  
*2 Blank*

**Article 11: Shall the Town vote to raise, appropriate and expend up to \$19,762 for the following non-municipal requests?**

	18-19 Budget	19-20 Budget
2299 York County Shelters	\$ 700	\$ 500
2300 Visiting Nurse Service	\$ 1,850	\$ 1,850
2301 York County Com. Action	\$ 3,400	\$ 3,400
2302 Leavitt’s Mills Health Care	\$ 1,800	\$ 1,800
2303 Kids Free to Grow	\$ 500	\$ 500
2304 Caring Unlimited	\$ 0	\$ 1,000
2305 Maine Behavioral Health	\$ 500	\$ 0
2306 Day One Inc.	\$ 500	\$ 0
2307 So. Maine Agency on Aging	\$ 2,750	\$ 2,750
2310 Cub Scouts	\$ 1,200	\$ 700
2312 Boy Scouts	\$ 0	\$ 700
2314 Red Cross	\$ 300	\$ 200
2315 Buxton- Hollis Historical	\$ 1,000	\$ 800
2317 VNA Home Health	\$ 250	\$ 250
2318 Maine Public Broadcasting	\$ 100	\$ 100
2320 Saco River Corridor Comm.	\$ 300	\$ 300
2323 Ladawn Therapeutic Riding	\$ 1,500	\$ 1,000
2328 Anytime Services for Seniors	\$ 1,500	\$ 0
2329 Life Flight of Maine	\$ 1,000	\$ 500
2326 Girl Scouts	\$ 0	\$ 200
2330 So. ME Veteran’s Cemetery Assn	\$ 1,000	\$ 750
2331 Health Equity Alliance	\$ 500	\$ 0
2322 Sexual Assault Response Services	\$ 0	\$ 500
2360 So ME Regional Planning	\$ 0	\$ 1,662
2395 12 Town Group	<u>\$ 0</u>	<u>\$ 300</u>
	<b>\$ 20,650</b>	<b>\$ 19,762</b>

**Select Board Recommends**

*218 Yes*  
*53 No*  
*22 Blank*

**Finance Committee Recommends**

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

- a) Charge Interest on unpaid taxes, determine the rate thereon, set the due date for taxes, and to set the date on which interest shall commence. (Tax Collector charging interest at a rate of 9% per annum, that taxes be due and payable in two (2) payments. The first due on November 6, 2019 and the second on May 6, 2020 with interest commencing on the first half on November 7, 2019 and the second half on May 7, 2020);
- b) Accept prepayment of taxes;



- c) Set the interest rate to be paid by the Town on the refunded overpayment of Taxes for the 2019-2020 Fiscal year set at 5% as recommended by the Select Board; and,
- d) Apply all tax payments to the oldest outstanding taxes first?

**Select Board Recommends**

249 Yes  
 30 No  
 14 Blank

**Article 13: A property tax levy limit has been established for the Town by State Law in the amount of \$1,101,187; in the event that the municipal appropriations approved by the voters exceed that limit, shall the Town vote to increase the property tax limit?**

**Select Board Recommends**

162 Yes  
 115 No  
 16 Blank

**Article 14: Shall the Town vote to accept and apply estimated and anticipated revenues and reimbursements in the amount of \$ 2,261,656 to the 2019-2020 Tax Commitment?**

Anticipated Revenues & Reimbursements	2018-19	2019-20
MDOT Block Grant	\$ 52,284	\$ 52,000
Code Enforcement Fees	\$ 100,000	\$ 100,000
Dog/Animal Control/Fish/Game	\$ 1,500	\$ 2,000
Excise Tax	\$ 925,000	\$ 950,000
Rescue Fees	\$ 120,000	\$ 120,000
Parks & Recreation Fees	\$ 180,000	\$ 160,000
Misc. Rev & Reimbursements	\$ 120,000	\$ 100,000
BETE Reimbursements	\$ 475,000	\$ 425,000
Homestead Reimbursements	\$ 160,000	\$ 155,000
Tree Growth Reimbursements	\$ 23,000	\$ 22,000
Veteran's Exemption Reimbursements	\$ 2,000	\$ 2,000
State Revenue Sharing	\$ 124,650	\$ 128,656
Cable Franchise Fees	\$ 50,000	\$ 45,000
	\$ 2,333,434	\$ 2,261,656

**Select Board Recommends**

264 Yes  
 27 No  
 2 Blank

**Finance Committee Recommends**

**Article 15: Shall the Town vote to raise, appropriate and expend up to \$1,000 to help fund the Hollis Community Day?**

**Select Board Recommends**

*219 Yes*  
*71 no*  
*3 Blank*

**Finance Committee Recommended \$5,000**

**Article 16: Shall the Town vote to raise, appropriate and expend up to \$5,000 to help fund three pavilions at the Hollis Sports Complex?**

**Select Board Recommends**

*195 Yes*  
*95 No*  
*3 Blank*

**Finance Committee Recommended \$18,000**

**Given under our hands this 3<sup>rd</sup> day of April, A.D. 2019**

**April 3, 2019 Warrant was Amended and new warrant signed Warrant on April 17, 2019.**

**Hollis Select Board:**

**s/David McCubrey, Chair of Select Board**

**s/Rita Perron, Select Board**

**s/John Rogala, Select Board**

**April 3, 2019**

**April 17, 2019 Amended received by Hollis Town Clerk amended 4/17/2019 at 8:45p.m.**

The Registrar of Voters will hold regular Town office hours two weeks prior to the election, Tuesday, Thursday and Friday, 9 -4 and Wednesday noon- 8 p.m.

The Registrar of Voters will be available at the polls to correct any errors, correct a name or address on the voting list and to accept registrations of persons eligible to vote and to accept new enrollments.

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

A voter not enrolled in a political party may not vote in a primary election.

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## **Return on the Warrant**

### **Hollis Annual Town Meeting being held on June 11, 2019**

Town of Hollis, York County, State of Maine

Date: May 21, 2019

Pursuant to the within warrant to me directed, I have notified and warned the inhabitants of said Town, qualified as herein expressed, to meet at said time and place, and for the purposes therein named, by posting an attested copy of said warrant at the Hollis Town Hall, Your Country Store , Johnson's Garage and The Hollis Town Clerk's Office in said town, being public and conspicuous places in said town, on the 21<sup>st</sup> day of May 2019 A.D. , being at least seven days before the Annual Town Meeting on June 11, 2019.

s/ signature on file- Kaden Flynn, Constable

**Town of Hollis, Maine  
Special Town Meeting Warrant  
November 05, 2019**

STATE OF MAINE

COUNTY OF YORK

To: Kaden Flynn, a Constable in the Town of Hollis,

Greetings:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants in said Town of Hollis qualified to vote in town affairs to assemble at the Hollis Community Building, 35 Town Farm Road, in said Town of Hollis on Tuesday, the fifth day of November A.D. 2019 (November 05, 2019) at 6:45 a.m. in the forenoon to act on **Article 1**. The polls will then open at 7:00 a.m. (seven o'clock in the forenoon) and close at 8:00 p.m. (eight o'clock in the evening) to act on **Articles 2, 3 & 4** by secret ballot voting.

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

**Article 2:** To elect one Tax Collector to fill a term expiring in June of 2022.

465 Anna M. McClay  
34 Blank Ballots

**Article 3:** Shall the Town vote to amend the ordinance entitled "**Hollis Zoning Ordinance**", "**under article 1, Section 1.4 2.2, Section 1.4.2.3 and Section 1.4.2.4. by changing the word Planning Board to Code Enforcement Officer and add Section 1.4.2.5: The Code Enforcement Officer reserves the right to refer an application to the Planning Board for review and decision.**" as submitted by the Hollis Planning Board?

Planning Board recommends

331 Yes  
126 No  
42 Blanks

**Article 4:** Shall the Town vote to amend the ordinance entitled "**Hollis Finance Committee Ordinance 2019**" as submitted by the Hollis Finance Committee?

Finance Committee recommends

359 Yes  
104 No  
36 Blanks

Original warrant signed 4<sup>th</sup> day of September of 2019

This warrant was amended September 17, 2019 by a majority of the Hollis Select Board.

S/ signature on file David McCubrey, Chair of the Select Board

S/ signature on file Rita B. Perron

S/ signature on file John S. Rogala

Proposed Hollis Zoning Ordinance changes for November 5, 2019 and proposed Hollis Finance Committee Ordinances November 5, 2019 are attached to this document.

The Registrar of Voters will hold regular Town office hours two weeks prior to the election, Tuesday, Thursday and Friday, 9 -4 and Wednesday noon- 8 p.m.

The Registrar of Voters will be available at the polls to correct any errors, correct a name or address on the voting list and to accept registrations of persons eligible to vote and to accept new enrollments.

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

A voter not enrolled in a political party may not vote in a primary election.

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## **Return on the Warrant**

### **Hollis Special Town Meeting being held on November 05, 2019**

Town of Hollis, York County, State of Maine

Date: October 22, 2019

Pursuant to the within warrant to me directed, I have notified and warned the inhabitants of said Town, qualified as herein expressed, to meet at said time and place, and for the purposes therein named, by posting an attested copy of said warrant at the Hollis Town Hall, Your Country Store , Johnson's Garage and The Hollis Town Clerk's Office in said town, being public and conspicuous places in said town, on the day of October 2019 A.D. , being at least seven days before the Special Town Meeting on November 05, 2019.

S/ signature on file Kaden Flynn, Constable

# Proposed changes to Hollis Zoning Ordinance November 2019

Changes are bolded, deleted items are in parenthesis.

Under Article 1, Section 1.4, Non-Conforming Uses and Structures:

Section 1.4.2.2: “Construction or enlargement for a foundation beneath the existing structure shall not be considered an expansion of the structure provided that the structure and new foundation are placed such that the setback requirement is met to the greatest practical extent as determined by the (Planning Board) **Code Enforcement Officer**.

Section 1.4.2.3: “A non-conforming structure may be relocated within the boundaries of the parcel on which the structure is located provided that the site of relocation conforms to all setback requirements to the greatest practical extent as determined by the (Planning Board) **Code Enforcement Officer**.

Section 1.4.2.3 (continued); “In determining whether the building relocation meets the setback to the greatest practical extent, the (Planning Board) **Code Enforcement Officer** shall consider the size of the lot, the slope of the land, the potential for soil erosion, the location of other structures on the property and on adjacent properties, the location of the septic system and other on-site soils suitable for septic systems, and the type and amount of vegetation to be removed to accomplish the relocation.”

Section 1.4.2.4: “Any non-conforming structure which is located less than the required setback and which is removed, or damaged or destroyed by more than fifty (50) percent of the market value of the structure before such damage, destruction or removal, may be reconstructed or replaced provided that a permit is obtained within one (1) year of the date of said damage, destruction, or removal, and provided that such reconstruction or replacement is in compliance with the setback requirements to the greatest practical extent as determined by the (Planning Board) **Code Enforcement Officer** in accordance with the purposes of this Ordinance. In no case shall a structure be reconstructed or replaced so as to increase its non-conformity.” “In determining whether the building reconstruction or replacement meets the setback to the greatest practical extent, the (Planning Board) **Code Enforcement Officer** shall consider the size of the lot, the slope of the land, the potential for soil erosion, the location of other structures on the property and on adjacent properties, the location of the septic system and other on-site soils suitable for septic systems, and the physical condition and type of foundation present, if any.”

Section 1.4.2.4: “**The Code Enforcement Officer reserves the right to refer an application to the Planning Board for their review and decision.**”

Proposed changes to the Hollis Finance Committee Ordinance for the Special Town Meeting 11/05/2019.

Changes are bolded, deleted items are in parenthesis.

**TOWN OF HOLLIS, MAINE**  
**Finance Committee Ordinance**

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**Section 1. Purpose and Scope**

The purpose of this Ordinance is to establish a Finance Committee (comprised of members who have a financial background) for the Town of Hollis. This Ordinance shall govern the committee’s practices and procedures, except as otherwise provided by law, and shall be liberally construed so as to accomplish their purpose.

**Section 2. Members; Committee’s duties**

The Finance Committee shall consist of five (5) regular voting members. Three (3) members will be a quorum for the purpose of voting and/or conducting committee business. Workshops do not require a quorum as no business or vote will be conducted. The Finance Committee members shall be appointed by the Select Board.

(The Finance Committee members will be selected by a panel of Town residents who have financial backgrounds, and recommended to the Select Board for approval and appointment.)

A Finance Committee member must be a resident **and a registered voter** of the Town of Hollis. (,a registered voter and will serve a (3) year term. Members will meet at the first opportunity after being appointed and thereafter at the beginning of the fiscal year to elect a Chairperson and Vice-Chairperson to serve for one year unless otherwise provided by law.) **Members will be appointed for a three (3) year term.** The Finance Committee Secretary will be hired and appointed by the Select Board.

The Chairperson shall preside at all committee meetings/workshops and shall have authority to rule on questions of evidence and procedure, to maintain order, to determine the course of proceedings, and to take such other action as may be necessary and not inconsistent with this Ordinance or other laws to enable the committee to perform its duties and conduct its affairs.

The Chairperson shall set the agenda for each meeting, provide the agenda to the (Administrative Assistant to the Select Board) **Finance Committee Secretary** for posting to the Town website and as required by law, act as a liaison between the Select Board and the committee. It will be expected that the Chair or an appointed designee will attend the annual town meeting, special town meetings and will submit a written report of activities to the Select Board to be included in the Annual Town Report.

The **Finance** Committee Secretary shall maintain a permanent record of all committee meetings and all correspondence of the committee which shall be made a matter of public record except as otherwise provided by law. The Secretary shall be responsible for providing the Administrative Assistant to the

Select Board a copy of all approved meeting minutes to be posted to the Town website, attain and copy all regular and special requested financial reports, file reports for historical reference, assemble the annual finance committee budget/capital books and complete other secretarial duties as needed.

The committee is an advisory committee to the Select Board. The responsibilities of the committee are as follows:

- 1) Annual Operating budget - The committee will (prepare) **review** the annual operating budget **for the Town** with input from **each** department head(s) and will (recommend or not recommend) **make recommendations** to the Select Board.
- 2) Annual Capital budget - The committee will review and make recommendations to the Select Board.
- 3) Warrant Articles - The committee will (prepare) **review Warrant** Articles (as they pertain to financial issues and) **pertaining to financial issues and** (make a recommendation) **recommend or not recommend** (on each concerning appropriation in the warrant for all Special Town Meetings.) **to the Select Board.**
- 4) Review of revenue and expenditures - The committee will make quarterly reviews of revenues & expenditures and present issues/questions to the Select Board.
- 5) Other- The committee shall review and make recommendations to the Select Board on supplemental appropriations, expenditures and investments of Town funds.

Authority & limitations - The State of Maine has instituted a Right to Know Law. The committee (as any taxpayer) has the authority to request any “public” information by the Maine Freedom of Access Act. The committee (as any taxpayer) must abide by the limitations of excluded records as defined by the Maine Freedom of Access Act.

### Section 3. Meetings

(Budgetary and capital plan timelines, financial reporting availability, and in general, financial issues necessitate the frequency of the finance committee meetings.)

**All meetings of the committee, except workshops, will be videotaped for public viewing. The Finance Committee shall meet at least once per fiscal year to elect a Chairperson and a Vice-Chairperson. Additional meetings shall be scheduled throughout the fiscal year as necessitated by budgetary and capital plan timelines, financial reporting availability, and other financial issues.**

Special meetings may be called at the discretion of the Select Board (,)and Chair of the Finance Committee upon the request of a majority of the committee members, provided that notice thereof shall be given to each member and to the Administrative Assistant to the Select Board at least 24 hours in advance.

Notice of all committee meetings shall be given as required by law, and all such meetings shall be open to the public except as otherwise provided by law.

No business may be conducted by the committee except at a regularly called and noticed meeting provided a quorum consisting of a majority of the committee being present.



## **Section 4. Hearings**

Public hearings of the committee shall be called as required by law or on such other occasions, as a majority of the committee may deem appropriate. Notice of all such hearings shall be given as required by law and shall include the date, time and place of the hearing and a general description of the subject matter.

The Chairperson shall convene all hearings by describing the purpose of the hearing and the general procedures to be followed. The committee may receive any oral or documentary evidence but shall exclude irrelevant, immaterial or unduly repetitious evidence, provided, however, that formal rules of evidence shall not apply. Every party shall have the right to present its case in the order determined by the Chairperson and without interruption, provided, however, that the Chairperson may impose such reasonable time limits as may be necessary to ensure that all parties have an adequate opportunity to be heard.

## **Section 5. Participation and Voting**

Any action of the committee shall require the affirmative vote of a majority of its membership unless otherwise provided by law. Majority is defined as a number of members constituting more than half of the total number of members present.

No member may participate or vote in any matter in which the member has a conflict of interest or other disqualification as defined by law. Any question of whether a member has such a conflict of interest or other disqualification shall be decided by majority vote of the remaining members.

No member may participate or vote in any adjudicatory proceeding or other approvals, unless the member was present during all hearings thereon.

All members who are present and not disqualified as provided herein shall vote in every matter to be voted upon unless excused by the Chairman for good cause shown.

Annual attendance at the meetings of this committee is expected to be no less than 75%. If a committee member does not attend the minimum of 75% of the meetings, the Chair of the Finance Committee shall bring the matter to the Select Board for review and vote. The committee members are appointed by the Select Board; removal from the committee can only be by majority vote of the Select Board.

## **Section 6. Decisions**

All decisions of the committee shall be made within the time limits, if any, established by law. All final decisions shall be in writing, shall become a part of the committee permanent record, and shall, where required by law, include a statement of findings and conclusions and the reasons or basis therefor. All such decisions, together with any tape recording or transcript of testimony and deliberations and any documents and exhibits offered to the Select Board, shall constitute the record of the proceedings and shall be a public record, except as otherwise provided by law.

Notice of any decision, if required, shall be given as prescribed by law. The committee may reconsider any decision at the same meeting or at a subsequent meeting within 30 days of its original decision, provided, however, that both a vote to reconsider and any action taken pursuant thereto shall occur and be completed within said 30 days. Notice of any reconsideration shall be given to any party thereto a reasonable time in advance of the reconsideration. The committee may conduct additional hearings and receive additional evidence and testimony as provided herein. Any conflict or inconsistency between this Ordinance and any applicable law shall be resolved in favor of the law.

**Section 7. Waivers; Amendments**

This Ordinance, or any provision thereof, may be waived on any occasion by a vote of the Hollis Select Board unless otherwise provided by law. This Ordinance may be amended at any time in writing by majority vote of the committee after notice and public hearing on the proposed amendment and approval by the Select Board.

(This Ordinance shall be reviewed by the committee on an annual basis.)

Adopted: November 8, 2017

Amended: November 5, 2019



**Town of Hollis**  
 34 Town Farm Road  
 Hollis, ME 04042  
 Telephone (207) 929-8552  
[www.hollismaine.org](http://www.hollismaine.org)

ASSESSING  
 OFFICE

Debra A. Stitson  
 Assessor

**REPORT FOR FISCAL YEAR**

**JULY 1, 2018 TO JUNE 30, 2019**

Taxes for the 2018-19 fiscal year were committed on October 10, 2018. The tax rate was \$13.25 per thousand dollars of value. Total appropriations for the 2018-19 Fiscal Year were as follows:

County Tax	\$ 247,605.61
Municipal Appropriations	\$3,370,661.85
TIF Financing Plan	\$1,438,308.51
Local Education Appropriation	\$4,266,802.89
Overlay	\$ 26,546.95
Total Appropriations	\$9,349,925.81

At the end of the fiscal year, the GIS Mapping Project was nearly complete. Much work was still needed on our end to update and correct our databases before transferring to the new assessing program and turning it over to Bartlett Assessing Services who is working on the revaluation. Although both projects continue to consume a great deal of my time, I would like to thank Tammy Thompson for the tremendous amount of time she has also dedicated to these projects.

Quite often I am asked about the Warrant Article regarding the Tax Levy Limit. *“A property tax levy limit has been established for the Town by State Law in the amount of \$X,XXX,XXX.XX; in the event that the municipal appropriations approved by the voters exceed that limit, shall the Town vote to increase the property tax levy limit?”* (As it applies to Hollis, the Tax Levy is the total amount of municipal appropriations approved by the voters less all of the approved revenues. The Tax Levy Limit is the amount that the Tax Levy may not exceed.) Every year you are asked to vote on this warrant article though it may be difficult to understand. Hopefully, I can shed some light on this.

The Tax Levy Limit, often referred to as L.D. 1, was filed with the 122<sup>nd</sup> Legislature in December of 2004 and became law in 2005. The official title of the bill is “An Act to Increase the State Share of Education Costs, Reduce Property Taxes and Reduce Government Spending at All Levels.” It was originally designed to stabilize the rise of taxes by limiting increases in appropriations to that of increases in revenues which are derived from growth rather than additional taxation. For example, any additional State spending needs to be supported by additional sales or income taxes which are attributed to increased purchasing and earnings rather than from an increase in the sales or income tax rates. If the State, a county, a municipal government, or a school administrative unit exceeds its Tax Levy Limit, a secondary vote would have to be taken and passed by the legislative body to approve surpassing the Limit. As with most laws there have been amendments since its

passing. School Administrative Units are not required to have a secondary vote to exceed any spending limit.

Although the spirit of this law should be applauded, it is problematic as it applies to municipalities. This is the formula used to calculate a municipality's Tax Levy Limit:

$$\begin{array}{r} \text{Last Year's Municipal Tax Levy Limit} \\ + \text{ Property Growth Factor (\% of Municipal Value Assessed For the 1st Time)} \\ + \text{ Income Growth Factor (Calculated and Provided by the State)} \\ + \text{ Increases/Adjustments to State Funding} \\ \hline \text{Current Year's Municipal Tax Levy Limit} \end{array}$$

The formula appears to take a well-planned approach to keeping the property tax rate stable by limiting the amount that may be spent to the amount that a town's resources and value have grown. However, this could lead to a false sense of consistency regarding a municipality's portion of the tax rate. If Select Boards and voters used the Tax Levy Limit as the only means to regulate the growth of taxes, annual tax rates could actually become less stable.

This is because it is not possible to determine the true Property Growth Factor (as shown above) for the year in which the Tax Levy Limit applies. The law requires the Property Growth Factor to be calculated using values from "the most recent property tax year for which information is available". Since all property assessments are as of April 1<sup>st</sup>, real estate and personal property values cannot be determined until after the Town Meeting Warrant has been signed. Therefore, the "most recent" information used is that of the prior year. This skews the formula.

The level of growth from one year to the next can be substantially different. If the increase of value within the Town during the current year is one half or one quarter of the preceding year (the year in which the Tax Levy Limit is established) and the level of appropriations were based to "stay within the limit", the annual change in the tax rate could be significantly increased. Likewise, if the growth of the current year is twice or three times as much as the preceding year and the level of appropriations were based to "stay within the limit", some services might not get fully funded even though the actual growth within the Town supports an increase.

Thankfully, the Select Boards I have worked with have generally used past appropriations and anticipated revenues rather than the Tax Levy Limit as a means to try to keep the municipal portion of your taxes stable. I review the Tax Levy Warrant Article with the Select Board annually. They choose to leave the article in the warrant so the voters are familiar with it. It also provides an opportunity for the voters to ask questions.

Lastly, when voting on this article, please note State Law prohibits Assessors from committing municipal taxes greater than the Tax Levy Limit. This means that if in a particular year, the Warrant Article to increase or exceed the Tax Levy Limit fails and the appropriations exceed the limit, the Select Board would have to either have a Special Town Meeting or make reductions to approved budgets.

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

Respectfully,

Debra A. Stitson, C.M.A.



# APPLICATION FOR MAINE HOMESTEAD PROPERTY TAX EXEMPTION

36 M.R.S. §§ 681-689

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

## SECTION 1: CHECK ALL THAT APPLY

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

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

## SECTION 2: DEMOGRAPHIC INFORMATION

- 2a. Names of all property owners (names on your tax bill): \_\_\_\_\_
- b. Physical location of your homestead (i.e. 14 Maple St.): \_\_\_\_\_  
City/Town: \_\_\_\_\_ Telephone #: \_\_\_\_\_
- c. Mailing Address, if different from above: \_\_\_\_\_  
City/Town: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_  
Email: \_\_\_\_\_

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

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

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

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

Signature of Homestead Owner(s) \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

## **INSTRUCTIONS**

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

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

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

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

### **DEFINITIONS**

**Homestead.** "Homestead" means residential real property owned by an individual or individuals and occupied by those individuals as their permanent residence. Residential real property held in a revocable living trust for a beneficiary who occupies the property as his or her permanent residence also qualifies as a homestead. A resident homeowner who is subject to foreclosure and subsequently purchases the home back from the municipality is considered to have no interruption in homeownership for purposes of this exemption.

**Municipality.** "Municipality" means any city, town, plantation, or any location in the unorganized territory.

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

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

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

**APPLICATION FOR MAINE VETERAN PROPERTY TAX EXEMPTION**

36 M.R.S. § 653

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

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

1. Name: \_\_\_\_\_ 2. Telephone: \_\_\_\_\_

3. Mailing Address: \_\_\_\_\_

4. Legal Residence: \_\_\_\_\_ 5. Date of Birth: \_\_\_\_\_

\*\*\*\*\*

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

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

9. Date of Discharge or Separation from Armed Forces: \_\_\_\_\_

\*\*\*\*\*

10. Check the box that applies:

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

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

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

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

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

VA disability pension Claim Number: C- \_\_\_\_\_

\*\*\*\*\*

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

Yes  No

\*\*\*\*\*

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

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

\_\_\_\_\_

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## GENERAL INSTRUCTIONS

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

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

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

### RECOGNIZED WAR PERIODS

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

### OTHER RECOGNIZED SERVICE PERIODS

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

## SPECIFIC INSTRUCTIONS

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

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

\*\*\*\*\*

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

The applicant has applied for the following exemption amount:

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

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

Date Approved: \_\_\_\_\_ Effective Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Title: \_\_\_\_\_





**Hollis Code Enforcement Office**

Permits, violations, and penalties issued the past 3 fiscal years are as follows:

Type	Fees 2016/2017	Fees 2017/2018	Fees 2018/2019
Building	\$ 70,245.78	\$ 41,527.47	\$ 70,082.68
Electrical	\$ 5,275.00	\$ 7,355.00	\$ 6,315.00
Demolition/misc.	\$ 355.00	\$ 400.00	\$ 375.00
Internal Plumbing	\$ 5,330.00	\$ 4,330.00	\$ 3,560.00
Septic Systems	\$ 9,645.00	\$ 6,580.00	\$ 10,895.00
Home Occupation/signs	\$ 75.00	\$ 225.00	\$ 300.00
Violations – Penalties & consent agreements	\$ 15,500.00	\$ 678.00	\$ 200.00
<b>Total</b>	<b>\$106,425.78</b>	<b>\$ 61,095.47</b>	<b>\$ 91,727.68</b>

This year, the revenue brought in by the Code Enforcement Office covered the expense of the Department. Revenues have returned to the projected as you can see above. The office has taken a fresh approach to doing business in Hollis and prioritizes the “People” of Hollis. We are here to be a resource to the community and will continue to take a “cohesive” approach and partner with residents on their projects. We will strive to be the most sought out resource in the community as we believe helping people and serving the public is a core value that we prioritize every.

- The Code Enforcement Officer staffed the Planning Board and advised on issuing Conditional Use Permits, Site Plan Reviews, and Subdivision Applications.
- The Code Enforcement Officer staffed the Board of Appeal meetings.
- The Code Enforcement Office implemented a computer software program that will eventually tie into the upcoming GIS systems. We also digitized all of our public files and have had incredible feedback from the community members regarding the “ease of doing business” in Hollis.
- The Code Enforcement Officer attended required continued certification classes in the new Maine Uniform Building and Energy Codes and Standards, internal plumbing, subsurface systems, land use, shore land zoning, legal issues, and other areas required for continual certification; involving approximately 1000 hours of classes and training exercises.
- The Code Enforcement Officer has investigated complaints and ordinance violations such as violation of the State Junkyard laws, unsafe buildings, illegal businesses, etc.

- The Code Enforcement Officer has worked with the Select Board for Ordinance changes and drafted a basic Rental Ordinance that was approved by the Town voters in November 2018.
- The Real Estate market continues to remain strong. This results in our office spending a lot of time with brokers, potential land owners, surveyors, Title Companies, future business owners, etc. The CEO & Assessing Administrative Coordinator spends a large amount of time giving them direction, reviewing property files, and providing excellent customer service to the public's demands.

In summary, the volume of work that has come through our office has increased. When we prepare for the annual budget, we are forecasting what will happen 12 to 15 months in the future. A gradual increase can be forecasted for budgetary reasons, however, when the increase is more than doubled, it is a challenge to forecast that much in advance. I did not expect that much of increase in each last year's forecasts, and as a result, I underestimated the revenues that were expected and the anticipated costs associated with administering the work load. However, each year, revenues have exceeded expenses.

Our goals this upcoming year are:

1. Continue to enhance our Code Enforcement computer software program to stream line the process for the public. With this, we will work to attach and build our database to electronically link our recently digitized files. This is done in between other projects and daily workloads. We will also strive to electronically attach our digitized records to the new and enhanced Assessing Database. Doing this in-house saves the Town a lot money as digitizing files by a third party is very expensive.
2. Continue to address Dangerous Buildings and Illegal Junkyards. Many of these properties have deteriorated over several years and have a significant visual impact on the Community. Although these cases are often very time consuming and lengthy in a legal aspect, it is important to pursue these and bring them into compliance.
3. Work with the Planning Board to draft a Short-Term Rental Ordinance.
4. Continue to work on new permit applications to make them more customer friendly and available online.

I want to give special thanks to the CEO & Assessing Administrative Coordinator in the office. Without her hard work and dedication, we would not have been able to achieve the aggressive goals we set for ourselves. I want to mention a special "shout out" to Deb Stitson, the Assessor, and Martha Turner, the Planning Board Secretary. You have been a strong support mechanism and graceful stewards of this office. Thank you to both of you. Martha Huff has gracefully offered her institutional knowledge and expert advice regarding various Ordinance issues and procedural protocols. Thank you, Martha. The Select Board has been supportive of our office. Without their continual support, we would not be able to move forward in streamlining and advancing our office beyond many of our surrounding communities. Thank you, to the Members of the Select Board.

The Budget Committee has also supported us in our goals so a special thanks to them. In closing, I would like to thank to rest of the Town of Hollis staff, all of the members of the various committees and the residents. Without your continued support, we would not be as successful as we are. Thank you for letting us serve you.

Respectfully submitted by,

The Code Enforcement Officer

06/30/19



# HOLLIS FIRE-RESCUE

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



OFFICE OF THE FIRE CHIEF

2018/2019 Annual Report

To: Residents of Hollis

Hollis Fire-Rescue continues to serve the community of Hollis admirably with dedication and pride. Hollis Fire-Rescue answered 671 total calls for service last fiscal year and staff put in over 28,000-man hours between calls for service and training. Below is a summary of our calls for service this past year.

ALS INTERCEPTS	3
CARBON MONOXIDE	4
CARDIAC ARRESTS	4
HAZARDOUS MATERIALS	2
INSPECTIONS	3
MEDICAL NON-TRANSPORTS	91
MEDICAL TRANSPORTS	282
ODOR INVESTIGATIONS	3
OUTSIDE FIRES	6
POWER LINES DOWN	13
PUBLIC ASSISTANCE	38
SPECIALIZED RESCUES	1
STATION COVERAGE	3
STRUCTURE FIRES	10
TRAFFIC CONTROL	1
TREES DOWN	18
VEHICLE FIRES	6
ALARMS SOUNDING	8
FALSE ALARMS	7
MEDICAL ALARMS	23
MOTOR VEHICLE CRASHES	79
MUTUAL AID EMS	26
MUTUAL AID FIRES	26
MUTUAL AID CRASHES	4
OUTSIDE SMOKE INVESTIGATIONS	4
STORM DAMAGE	2
WATER PROBLEMS	2
WELFARE CHECKS	2

CHIEF CHRIS YOUNG



# HOLLIS FIRE-RESCUE

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



## OFFICE OF THE FIRE CHIEF

Hollis Fire-Rescue has a very dedicated staff, many of whom are cross trained in both fire and EMS. Of our total staff of 40, 30 are trained firefighters, 13 are Licensed Paramedics, 4 are licensed Advanced EMT's and 6 are licensed Basic EMT's.

I am proud to say that Hollis Fire-Rescue has made a name for itself as a learning and advancement focused department. Our Recruitment and Retention Program has blossomed, and we continuously have members actively enrolled in advancement training. Currently, we have four members in paramedic school, one in basic EMT school and two in firefighter rookie school. Last year several members attended classes to become Fire Instructors as well as Fire Officer classes. We provide regular department wide training to our members to keep our staff well versed in evolving techniques that make us better at serving the community.

It is my intent to continue these trends of improvement for our department and continue to offer the best service possible to our community each and every year. I wish to recognize the dedicated, hard working individuals who make up our amazing staff for continuing to provide professional service to our community. I am very proud and appreciative of all the wonderful members of Hollis Fire-Rescue.

Respectfully submitted with pride,

Chris Young  
Fire Chief

CHIEF CHRIS YOUNG

HOLLIS PARKS & RECREATION DEPARTMENT  
July 2018-June 2019

Our Recreation Department staff includes the following: |

Recreation Director – Debbie Tefft  
Recreation Assistant – Madison Moody  
Administrative Assistant – Tiffany Dean

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

**SUMMER:** Our summer recreation program is a seven-week program for children going into Kindergarten through tenth grade. The program includes trips to Splashtown, Kiwanis Beach, local state parks, and Spring Point. We also offer many theme days with scavenger hunts, survivor activities, and a treasure hunt in the Old Port. Parents may begin making early payments for the summer program at any time to avoid having to come up with the entire sum at one time. Please call the Recreation Office at 929-5142 to set up a payment plan.

**FALL & AFTER SCHOOL ACTIVITIES:** In the Fall, we offer a Soccer League for peewees (3 & 4 year old's), Kindergarten, 1<sup>st</sup> – 2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup>, 5<sup>th</sup> – 8<sup>th</sup> grade, and a 9<sup>th</sup> – 12<sup>th</sup> grade league.

As the school year begins, we offer afterschool activities. These programs include gymnastics, drawing, crafts, woodworking, oil painting, indoor soccer, chess, and floor hockey.

Madison Moody directs our before and aftercare programs. He has a staff that helps implement these programs. As part of the aftercare program, for every mile the children walked; a food product is donated to the Hollis Food Pantry. Each child has an adult sponsor who donated the food for each mile walked. We have a party for the sponsors and the children at the end of the year. Each year we donate over 3,000 cans or boxes of food! The children are very proud of their community service! We are always looking for people who are willing to be a sponsor. Let us know if you are interested.

We organize a fall foliage bus trip each year. Participants enjoyed a cruise on Moosehead Lake. We had a delicious lunch at Kelly's Landing. It was a beautiful sunny day. Halloween: We offer a party at the Hollis Elementary Gymnasium for a minimal fee. There are games and a costume contest along with snacks.

WINTER: The Recreation Department offers three leagues for Girls' Basketball. There is a 2<sup>nd</sup>-4<sup>th</sup> grade league, a 5<sup>th</sup> & 6<sup>th</sup> grade league, and a 7<sup>th</sup> grade though adult league. We also support a team for women over the age of 50 who play 3 on 3 half court. That team practices on Mondays from 7:00 – 8:30. All boys teams are offered through Bonny Eagle Boys youth league.

We also offer some baseball/softball clinics when there is gym time available. There are peewee basketball clinics (co-ed for k-2<sup>nd</sup>), indoor soccer, and floor hockey offered after school in the winter months.

SPRING: Spring Track is held on Mondays and Fridays after school. We have meets with Buxton, Wells, and Old Orchard.

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

We also try to organize a Spring bus trip each year. We are always looking for new ideas for trips, so please share your requests and ideas with us!

YEAR-ROUND PROGRAMS: We offer the following year-round activities.

Adult Exercise: 8-9am Monday, Wednesday, Friday

9-10am Monday, Wednesday, Friday

Kindergym: 10-11am Monday, Wednesday, Friday

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

Men's Open Gym Basketball: 8:30-10:00pm Monday/Wednesday Hollis Elementary Gym

Senior Luncheon/Cribbage: Twice a month on Tuesdays (check website for Dates)



The Recreation Department wants to continue offering programs at a reasonable cost. We appreciate the continued support of our budget each year! We are always looking for new ideas for activities and programs. We send out our newsletters 3 or 4 times a year and we also have a website ([www.hollismaine.org/parks-recreation](http://www.hollismaine.org/parks-recreation)) and a Facebook page ([facebook.com/hollisrec](https://facebook.com/hollisrec)). If you have suggestions or questions, or if you want to volunteer please call us at 929-5142.

Respectfully submitted,

Debbie J. Tefft  
Recreation Director

## July 2018 – June 2019 Town Report

### SPORTS COMPLEX COMMITTEE

This committee is responsible for the maintenance and development of the Hollis Sports Complex. The committee members are as follows: Coco Hirstel – Chairperson, Tom Sullivan – Vice Chair, Cheryl Joyner, and Debbie Tefft – Recreation Director. We meet the second Thursday of each month at 6:30 at the Community Building. We are looking for new members for this committee. Please call Debbie Tefft at 929-5142 if you are interested in getting involved.

The committee is in charge of managing the sports complex budget and maintaining the facilities we have at this site. Our budget covers the costs of irrigation, landscaping, field maintenance (Lucas Tree), mowing, portable toilets, utilities, and repairs to the field and equipment.

We are hoping to expand the field space, add to the playground, add to the walking path, and build a skateboard park at this site. We welcome suggestions for additions to the playground. Currently, we are exploring ways to fund this expansion.

We added pickleball courts to the existing tennis courts using grant money from the Wilkinson Foundation for all the necessary equipment. We plan on scheduling some clinics for people who would like to learn the game. The equipment is available for use and can be reserved by calling the Recreation Office at 929-5142. We are hoping to make some repairs to the court soon.

We completed the newest parking lot off from Lower Tarbox. We planted some bushes as a future barrier between the parking lot and the road. We ask that people refrain from cutting donuts and peeling out of our parking areas, as it is expensive to keep repairing them!

We built three pavilions on the concrete pads for the large metal picnic tables. We hope people will enjoy the shade and picnic areas!

We are continuously getting complaints about people not cleaning up after their dogs at this site. Our intent has been to keep it open for people to walk dogs in a safe place, but if this continues to be a problem, we may have to restrict that use. Please come prepared and take the time to clean up after your pet!! We

hope to have a doggie station with bags if you forgot yours. It would help if we can consolidate the waste at this station.

It is good to see many people making use of this facility! We want this site to be a positive center for our community.

Respectfully submitted,

Coco Hirstel  
Chairperson

June 2018 – July 2019 Town Report  
Hollis Community Day – Piratefest Committee  
August 11<sup>th</sup>, 2018  
Sports Complex  
Plains Road, Hollis

The Community Day Committee put together a fun filled day for Hollis residents. The theme for the Hollis Community Day was Pirate Fest. This will continue to be a yearly event for the town. The Committee is trying to make the event even better every year.

Maine State Representative, Justin Chenette, was the Master of Ceremonies again and did an amazing job! The day started off with a parade led by our fire dept. The parade was a fun and welcome addition to the event.

Poland Springs was our major sponsor. Their donation helped us a great deal! Many other local businesses were very generous and helped make the day a success! We appreciate everything the sponsors do for us!

Many of the local community organizations were in attendance and supported the event. There were also several local vendors there sharing information and promoting their products.

Party Palooga drew a crowd waiting to get a creation from the balloon artist. There were also several pirate games that the children and adults could play. Our Pirate crew designed a shooting gallery for the nerf pirate pistols and had a booth to dig for pirate treasure. The Recreation Department staff helped run various games for free entertainment. Other volunteers offered face painting and temporary tattoos. The Committee appreciates all that the recreation Staff does in making this a successful event.

There were several bands providing music throughout the day including the Saco River Jazz Band, Curse of Kona, and Shank Painters.

Several Participants dressed up as pirates and entered the costume contest. A British Red Coat Officer roamed the grounds and arrested Pirate Fest attendees, putting them in the brig. People paid a small fee to arrest friends and prisoners had to ante a fee to be released.

Vinny Nielson provided commercial food trucks to sell lunch and snacks. The Lions Club provided a pancake breakfast. There was also a cotton candy vendor to add to the atmosphere.

All in all, it was a really good gathering and a great setting to bring the townspeople together! We continue to look for ways to improve the event and would welcome any suggestions and anyone who would be willing to help! The Committee works very hard to pull it all together.

The Committee is already planning a bigger and better event for next year. Some of the funds generated at this even are used to enable children to attend the Hollis Summer Recreation Program.

**TOWN OF HOLLIS  
ROAD COMMISSIONER'S REPORT  
2018-2019**

The Hollis Public Works Department continues to repair and maintain the roads within the town. We work hard to provide the residents of Hollis the best service we can, while constantly looking for new cost savings methods to maintain and improve our roads.

Some of the highlights for this year were:

- Shaw Brothers Construction rebuilt 1.75 miles of Sand Pond Road
- Carroll Materials was awarded the bid to reclaim with cement and pave 1.25 miles of Salmon Falls Road, .90 miles Upper Tarbox Road, 1.28 miles Bear Hill Road, and a 2.3 mile section of Deerwander Road
- Carroll Materials completed Salmon Falls Road in November 2018, the other roads were completed in June 2019
- Carroll Materials was awarded the bid to re-surface: Old Alfred Road East, Country Club Road, and .80 miles of Deerwander Road in the fall of 2019
- Carroll Materials was awarded the bid to reclaim with cement and pave approximately 2 miles of Saco Road
- Total snowfall for winter of 2018-2019 was 79.9 inches
- Posting of town roads in the Spring

Activities for the **2018-2019** year includes:

- Replace culverts and/or ditching-shouldering on the following roads:  
Darbick Terrace, Bean Street, Mansion Road, Deerwander Road, Whitehouse Road
- Completed road repairs on Old Alfred Road West
- Continued assisting the Hollis Fire Department and State Police as needed
- Continued mowing shoulders of town roads, cutting brush, and tree removal
- Grading and dust control on dirt roads
- Cold patching paved roads
- Sign and guardrail repair or replacement
- Sweeping, striping, and crack sealing roads

2018-2019 has been a very busy year. Working with the select board we have been able to rebuild and improve many of our town's worst roads and have several more to lined up to do next year. I appreciate your continued support while we work to maintain and improve our roads. It is a privilege for me to continue to serve the residents and taxpayers of the Town of Hollis.

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

**Report of the  
Hollis Conservation Commission  
2018-2019**

Leigh Bailey, Catherine Hewitt (Vice Chair), Doris Luther, Joanne Toone,  
Christopher Jones, Amy Farwell, John Mattor, Associate member Martha Turner

We have a dedicated stewardship account of about \$130,000 that arose from the fundraising and purchase of the 84-acre Indian Cellar parcel. The interest on this was only 0.04% for many years, resulting in a negligible yield.

Interest rates have greatly improved recently thanks to a strong economy and the aggressive action of our Town treasurer with the bank that holds the stewardship fund. A return of \$905 was realized during this fiscal year! This is much more than the operating costs of the Hollis Conservation Commission.

We did a roadside clean-up in the Salmon Falls area in June, resulting in a pick-up truck load of trash. The Deer Pond area is due for the same treatment in October 2019. Neatness is a large component of civic pride, and we encourage everyone to keep their adjacent street free of trash.

The Community Television station made an impressive show about our Googins Woods preserve on Pleasant Hill. Our Parks and Recreation department has been using Googins Woods as a place for nature outings. The young folks created an impressive little village of "Debris huts" from downed sticks and branches.

One of our annual activities is to participate in Hollis Community day. It is important that the public is aware of our Conservation activities.

We currently have a full 7-member Commission of energetic and talented people. There may be new names on our commission that you don't recognize. This is good news. These younger members breathe new life and talents that is a great asset to our mission.

Meetings are at the Salmon Falls Library at 5:30 PM, and visitors are always welcome.

Respectfully Submitted,

John A Mattor

# **Report from the Planning Board**

**For Fiscal Year 2018-2019**

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

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

Over this past year we made the following actions:

- One new subdivision was approved for the Durgin Road Subdivision.
- Four Subdivision Revisions were approved: Darbick Terrace for Adam & Elizabeth Winslow, Highland Ridge for David & Martha Smith, Day Farm Estates for Joshua Waterhouse of JW Group, LLC and Bean Street for Van Hertel, Jr.
- Five Shoreland Zone Permits were issued: Bruce & Linda Theriault on Water's Edge, Melissa LeClerc on Hemlock Cove Road, Marjorie McDonald on Hemlock Cove Road, Doug Alcaide on Alcaide Lane, Johanne & Scott Danis on River Road.
- One Conditional Use Permit was approved for Fourth Dimension Properties (formerly Day One property)
- One Shoreland Zone Permit was referred to the Appeals Board: Kevin Martell on Bonny Eagle Road
- We revised and approved new Fire Protection Regulations.

On behalf of the Board, I would like to thank outgoing member Bruce Wishart for his contributions.

We welcomed one new member, Max Kenney.

Martha Turner continues to be an invaluable asset in her work as Secretary to the Board; we depend on her positive outlook and diligent minutes.

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

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

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

**Paul C. Mattor, Chairman  
Hollis Planning Board**



## **Long Range Planning Committee (LRPC)**

The Long-Range Planning Committee (LRPC) is a volunteer, Select Board appointed advisory committee that is tasked with supplying information and recommendations to the Select Board for timely review, consideration, response and action as appropriate to complete an updated Comprehensive Plan. The LRPC will compile information and present recommendations after consulting with all Town Boards and Committees, Recreation Department, Road Commissioner, Fire Chief, other elected Town officials, citizens, and other interested Town organizations that represent a diverse cross section of our citizenship.

The LRPC consists of a minimum of 3 members and a maximum of 7 members. Current members are Kathy Harriman, Paul Mattor and Faith Plummer. The committee meets at the Community Building, typically every other Tuesday from 6-8pm. The committee will rely on the expertise of Southern Maine Planning and Development Commission to complete data for the Comprehensive Plan. With the compiled information from all Town organizations and departments, the committee plans to submit its completed work to the Select Board for review and approval by the end of the coming year. At that point, two public hearings shall be held before the adoption vote in June of 2021. The work of the LRPC is to be completed and the committee dissolved by 6/30/2021.

**Hollis Board of Appeals  
Volunteers Serving the Community  
Annual Report 2018-2019**

Members: Kathy Harriman; Carrie Walker; Bart Sughrue, Chair; Rebecca Bowley, Vice Chair; Nancy Ponzetti, Secretary.

Dear Voters and Taxpayers,

The Hollis Board of Appeals is a five-member Board with Alternate members; all are appointed by the Hollis Select Board.

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

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

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

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

If an appeal submitted to the Board does not bring the result requested by the applicant there are possible courses of action that may be taken. These include options such as a request to the Select Board for a letter or waiver for "non-action for non-compliance with the ordinance," an appeal to Superior Court, or a petition to put on a warrant for public vote the ordinance change that will allow the result requested.

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

In the fiscal year July 1, 2018 through June 30, 2019 the Board conducted the following business:

1. August 21, 2019 - Appeal by Dube
2. April 9, 2019 – Workshop, election of officers
3. April 2, 2019 – Appeal by Durepo

Sincerely,  
Bart Sughrue, Chairman

## **Salmon Falls Library 2018-2019**

Monday 3-6, Wednesday 4-7, Thursday 3-8 and Saturday from 9-noon

This year, the library increased its membership by 27 households and 60 individuals.

Mary Weyer was replaced by Lynn Ericson as Library Director on March 2, 2019. A resident of Hollis since 1998, Lynn worked in the Reference Department of the Portland Public Library for five years and brings that expertise, as well as her background in graphic design and marketing, to the position.

We finished entering all of the Library's patrons and books into the computer system. By the first of May, the automated system was up and running and we were scanning book barcodes at checkout.

After creating a new logo and Facebook page, we then began the process of planning, writing copy and gathering images for a website that would be live by the end of summer. The new website enables patrons to browse the catalog online as well as reserve and renew books. [www.salmonfallslibrary.com](http://www.salmonfallslibrary.com)

Volunteers helped compile a mailing list of more than 400 people for a monthly e-newsletter that keeps patrons informed about the latest books, library news and coming events and workshops.

The Children's Room, with its books, toys and crafts, continues to be very popular. We participated once again in the Summer Reading Program, thanks to a grant from the Narragansett Number One Foundation, and shared by Salmon Falls Library, Hollis Center Library, West Buxton Library and Waterboro Library. Eighteen kids from SFL joined our reading challenge, which was geared to three reading levels.

In June, repair work was done on the front of the building to brace the front entrance, and to replace rotten clapboards, which were falling off the building. The Friends of Salmon Falls Library paid for the downstairs pine floors to be refinished, so interior and exterior both got a much needed sprucing up.

The Friends of SFL continues to be an invaluable source of support by raising funds, organizing and participating in Library programs and volunteering to help out with various tasks. Their annual Yard Sale held at Quillcote was once again successful, raising over \$400.00.

We are so grateful to all our volunteers who help the library run smoothly— by shelving books, weeding the collection, filling in at the front desk and pitching in with whatever needs to be done. A special thanks to volunteers Paula Hodgdon for her incredible organizational skills and to Peter Eliot, who has become our on-call handyman. We love having new volunteers join us. It's a great way to help the community and meet new people.

Respectfully submitted.

Lynn Ericson, Library Director

**Hollis Center Public Library  
Library Director's Report  
FY July 1, 2018-June 30, 2019**

During FY July 1, 2018-June 30, 2019, Hollis Center Public Library provided services to 1,725 Hollis residents. The library offered 14,016 books; 209 magazines; 960 DVDs; 144 audiobooks; high speed broadband internet; and copying, faxing, and scanning services to patrons.

Hollis Center Public Library was awarded a grant for \$1630 from the Maine Public Library Fund to offer third through fifth grade students (and homeschool students) the opportunity to create individual picture books through digital photography. Girl Scout Troop 29 created themed backpacks for patrons to borrow, and the Library Director designed craft kits for the Hollis Center Public Library and the Waterboro Public Library to begin using during the 2019 summer reading program.

The Hollis Center Public Library receives funding from the Narragansett Number One Foundation for its summer reading programs for children, teens, and adults. The Hollis Center Public Library collaborated with Salmon Falls Library, West Buxton Public Library, and Waterboro Public Library to run the 2019 Summer Reading Program.

Since January 2019, interlibrary loan services through Portland Public Library have increased from 32 books to 65 books, 1 audiobook, and 2 DVDs. The library hopes to eventually have enough interlibrary loan requests to be able to join van delivery.

The library held two fundraising events during FY July 1, 2018-June 30, 2019. The Board of Trustees conducted an online auction that ran from March 17-April 2 and raised \$1,048. The library also held its spring book sale along with a bake sale, raffle, and craft and vendor fair on May 18 from 10am to 2pm, and received \$1248.53.

The Library Director has several program ideas she wishes to implement in 2020. The Library Director wishes to implement a monthly drop-in tech help program for two hours on Saturdays. The Library Director would like to start a library material outreach service to homebound patrons. Finally, the Library Director would like to continue communication with the MSAD 6 school system in the hopes that they can jointly implement a bookmobile to visit students who otherwise would not have access to the Hollis Center Public Library.

On behalf of the Hollis Center Library Association and the Hollis Center Public Library Board of Trustees, the Library Director would like to thank the town of Hollis so much for giving the Hollis Center Public Library the ability to enrich our community with educational, informative, and engaging materials and programs.

Respectfully Submitted,

Caroline Nickerson  
Library Director  
Hollis Center Public Library

14 Little Falls Rd, Hollis Center, ME 04042

(Tel) 207-929-3911

<https://www.HollisCenterPublicLibrary.org/>

## **Hollis Christmas Committee 2019**

The 2019 Hollis Christmas Fund once again proved to be a huge success. This year the Fund helped 60 children from 27 Hollis families to have a brighter holiday. Children were able to unwrap some very special gifts this year thanks to the generosity and support of many in this community.

For many years, Your Country Store has decorated a giving tree with tags that have suggested toy donations on each tag. The business has always had great participation in this program as customers will purchase the toys and bringing them back. Last year, a giving tree was started at the Town Hall as well. And that too, proved to be a successful way for residents to give. In 2019 Salmon Falls River Tap & Grill joined in with a giving tree of their own, also with a great outcome. This program is all about sharing and caring and this community has welcomed the idea with much enthusiasm.

We would like to take this opportunity to thank all the wonderful residents, businesses and organizations who have supported this program not only this year but also in so many years past. This would not be possible without so many people coming together for a great cause. On behalf of the Hollis Christmas Fund, thank you.

Respectfully submitted,  
Hollis Christmas Fund Committee  
Bonnie Johnson  
Tootsie Johnson  
Diane Meserve  
Faith Plummer



Proven Expertise & Integrity

March 11, 2020

Board of Selectmen  
Town of Hollis  
Hollis, Maine

We were engaged by the Town of Hollis, Maine and have audited the financial statements of the Town of Hollis, Maine as of and for the year ended June 30, 2019. The following statements and schedules have been excerpted from the 2019 financial statements, a complete copy of which, including our opinion thereon, is available for inspection at the Town Office.

Included herein are:

Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund	Schedule 1
Balance Sheet - Governmental Funds	Statement C
Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds	Statement E
Combining Balance Sheet - Nonmajor Governmental Funds	Schedule B
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds	Schedule C

*RHR Smith & Company*

Certified Public Accountants

3 Old Orchard Road, Buxton, Maine 04093  
Tel: (800) 300-7708 (207) 929-4606 Fax: (207) 929-4609  
www.rhrsmith.com

## TOWN OF HOLLIS, MAINE

BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS  
 BUDGET AND ACTUAL - GENERAL FUND  
 FOR THE YEAR ENDED JUNE 30, 2019

	Budgeted Amounts		Actual Amounts	Variance Positive (Negative)
	Original	Final		
Budgetary Fund Balance, July 1, Restated	\$ 3,306,574	\$ 3,306,574	\$ 3,306,574	\$ -
Resources (Inflows):				
Taxes:				
Property taxes	7,016,495	7,016,495	7,114,832	98,337
Excise taxes	925,000	925,000	982,657	57,657
Intergovernmental revenues:				
State revenue sharing	124,650	124,650	130,795	6,145
Homestead reimbursement	167,676	167,676	167,676	-
BETE reimbursement	396,680	396,680	396,712	32
Tree growth	23,000	23,000	22,330	(670)
Veterans' reimbursement	2,000	2,000	2,380	380
Urban rural initiative program	52,284	52,284	52,192	(92)
Other	-	-	10,246	10,246
Interest income	-	-	30,568	30,568
Interest on taxes/lien costs	-	-	23,951	23,951
Charges for services	401,500	401,500	401,898	398
Franchise agreement	50,000	50,000	56,371	6,371
Miscellaneous revenues	190,642	190,642	2,111	(188,531)
Amounts Available for Appropriation	12,656,501	12,656,501	12,701,293	44,792
Charges to Appropriations (Outflows):				
General government	1,254,291	1,516,377	1,155,932	360,445
Emergency services	842,132	871,313	730,043	141,270
Public works	731,205	1,093,639	556,072	537,567
Recreation	301,542	311,471	249,626	61,845
Libraries	84,373	84,573	75,849	8,724
Public services	255,750	256,056	255,258	798
Health and welfare	25,090	44,890	-	44,890
Education	4,266,803	4,266,803	4,266,803	-
County tax	247,606	247,606	247,606	-
Unclassified	47,197	47,197	51,169	(3,972)
Transfers to other funds	1,440,884	1,440,884	1,440,884	-
Total Charges to Appropriations	9,496,873	10,180,809	9,029,242	1,151,567
Budgetary Fund Balance, June 30	\$ 3,159,628	\$ 2,475,692	\$ 3,672,051	\$ 1,196,359
Utilization of assigned fund balance	\$ 146,946	\$ 830,882	\$ -	\$ (830,882)

See accompanying independent auditors' report and notes to financial statements.

## STATEMENT C

## TOWN OF HOLLIS, MAINE

BALANCE SHEET - GOVERNMENTAL FUNDS  
JUNE 30, 2019

	General Fund	Poland Spring TIF Fund	Road Paving Projects	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>					
Cash and cash equivalents	\$ 2,009,717	\$ 3,057,734	\$ 2,935,376	\$ 132,055	\$ 8,134,882
Accounts receivable (net of allowance for uncollectibles):					
Taxes	200,720	-	-	-	200,720
Liens	58,805	-	-	-	58,805
Other	59,578	-	-	-	59,578
Due from other governments	447	-	-	-	447
Due from other funds	2,899,385	906,026	-	147,251	3,952,662
<b>TOTAL ASSETS</b>	<b>\$ 5,228,652</b>	<b>\$ 3,963,760</b>	<b>\$ 2,935,376</b>	<b>\$ 279,306</b>	<b>\$ 12,407,094</b>
<b>LIABILITIES</b>					
Accounts payable	\$ 273,770	\$ -	\$ -	\$ -	\$ 273,770
Accrued expenses	46,231	-	-	-	46,231
Due to other funds	1,053,277	-	2,887,475	11,910	3,952,662
<b>TOTAL LIABILITIES</b>	<b>1,373,278</b>	<b>-</b>	<b>2,887,475</b>	<b>11,910</b>	<b>4,272,663</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Prepaid taxes	10,259	-	-	-	10,259
Deferred revenue	33,580	-	-	-	33,580
Deferred tax revenue	139,484	-	-	-	139,484
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<b>183,323</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>183,323</b>
<b>FUND BALANCES</b>					
Nonspendable	-	-	-	-	-
Restricted	-	3,963,760	47,901	267,396	4,279,057
Committed	222,595	-	-	-	222,595
Assigned	717,936	-	-	-	717,936
Unassigned	2,731,520	-	-	-	2,731,520
<b>TOTAL FUND BALANCES</b>	<b>3,672,051</b>	<b>3,963,760</b>	<b>47,901</b>	<b>267,396</b>	<b>7,951,108</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>	<b>\$ 5,228,652</b>	<b>\$ 3,963,760</b>	<b>\$ 2,935,376</b>	<b>\$ 279,306</b>	<b>\$ 12,407,094</b>

See accompanying independent auditors' report and notes to financial statements.



## STATEMENT E

## TOWN OF HOLLIS, MAINE

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES - GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2019

	General Fund	Poland Spring TIF Fund	Road Paving Projects	Other Governmental Funds	Total Governmental Funds
<b>REVENUES</b>					
Taxes:					
Property taxes	\$ 7,114,832	\$ -	\$ -	\$ -	\$ 7,114,832
Excise taxes	982,657	-	-	-	982,657
Intergovernmental revenues	782,331	-	-	-	782,331
Charges for services	401,898	-	-	46,985	448,883
Miscellaneous revenues	113,001	34,790	33,564	15,569	196,924
<b>TOTAL REVENUES</b>	<b>9,394,719</b>	<b>34,790</b>	<b>33,564</b>	<b>62,554</b>	<b>9,525,627</b>
<b>EXPENDITURES</b>					
Current:					
General government	1,155,932	-	-	-	1,155,932
Emergency services	730,043	-	-	-	730,043
Public works	556,072	-	-	-	556,072
Recreation	249,626	-	-	-	249,626
Libraries	75,849	-	-	-	75,849
Public services	255,258	-	-	-	255,258
Education	4,266,803	-	-	-	4,266,803
County tax	247,606	-	-	-	247,606
Unclassified	51,169	532,283	-	45,868	629,320
Capital outlay	-	-	2,882,910	-	2,882,910
<b>TOTAL EXPENDITURES</b>	<b>7,588,358</b>	<b>532,283</b>	<b>2,882,910</b>	<b>45,868</b>	<b>11,049,419</b>
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	<b>1,806,361</b>	<b>(497,493)</b>	<b>(2,849,346)</b>	<b>16,686</b>	<b>(1,523,792)</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers in	-	1,438,309	-	2,575	1,440,884
Transfers (out)	(1,440,884)	-	-	-	(1,440,884)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(1,440,884)</b>	<b>1,438,309</b>	<b>-</b>	<b>2,575</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>365,477</b>	<b>940,816</b>	<b>(2,849,346)</b>	<b>19,261</b>	<b>(1,523,792)</b>
<b>FUND BALANCES - JULY 1, RESTATED</b>	<b>3,306,574</b>	<b>3,022,944</b>	<b>2,897,247</b>	<b>248,135</b>	<b>9,474,900</b>
<b>FUND BALANCES - JUNE 30</b>	<b>\$ 3,672,051</b>	<b>\$ 3,963,760</b>	<b>\$ 47,901</b>	<b>\$ 267,396</b>	<b>\$ 7,951,108</b>

See accompanying independent auditors' report and notes to financial statements.

TOWN OF HOLLIS, MAINE

COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS  
 JUNE 30, 2019

	Special Revenue Funds	Total Nonmajor Governmental Funds
<b>ASSETS</b>		
Cash and cash equivalents	\$ 132,055	\$ 132,055
Due from other funds	147,251	147,251
<b>TOTAL ASSETS</b>	<b><u>\$ 279,306</u></b>	<b><u>\$ 279,306</u></b>
<b>LIABILITIES</b>		
Due to other funds	\$ 11,910	\$ 11,910
<b>TOTAL LIABILITIES</b>	<b><u>11,910</u></b>	<b><u>11,910</u></b>
<b>FUND BALANCES</b>		
Nonspendable	-	-
Restricted	267,396	267,396
Committed	-	-
Assigned	-	-
Unassigned	-	-
<b>TOTAL FUND BALANCES</b>	<b><u>267,396</u></b>	<b><u>267,396</u></b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b><u>\$ 279,306</u></b>	<b><u>\$ 279,306</u></b>

See accompanying independent auditors' report and notes to financial statements.

## TOWN OF HOLLIS, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN  
 FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2019

	Special Revenue Funds	Total Nonmajor Governmental Funds
	<u>          </u>	<u>          </u>
REVENUES		
Charges for services	\$ 46,985	\$ 46,985
Other	15,569	15,569
TOTAL REVENUES	<u>62,554</u>	<u>62,554</u>
EXPENDITURES		
Other	<u>45,868</u>	<u>45,868</u>
TOTAL EXPENDITURES	<u>45,868</u>	<u>45,868</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>16,686</u>	<u>16,686</u>
OTHER FINANCING SOURCES (USES)		
Transfers in	2,575	2,575
Transfers (out)	<u>-</u>	<u>-</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>2,575</u>	<u>2,575</u>
NET CHANGE IN FUND BALANCES	19,261	19,261
FUND BALANCES - JULY 1	<u>248,135</u>	<u>248,135</u>
FUND BALANCES - JUNE 30	<u>\$ 267,396</u>	<u>\$ 267,396</u>

See accompanying independent auditors' report and notes to financial statements.

## 2019 DELIQUENT PROPERTY TAXES AS OF JUNE 28,2019

ALLEN, JOSEPH A.	\$2,228.52	**
ANDERSON, MARK L./DONNA A.	\$479.36	**
ATKINS, KATHRYN A.	\$2,282.18	**
ATKINSON, PHILIP JR., HEIRS/ATKINSON, GORDON PHILIP	\$11.35	**
BARBOUR, JANICE C.	\$435.19	**
BEAULIEU, JASON E./MICHELE ELIZABETH	\$1,091.40	**
BEESLEY, TINA M./JOHN H.	\$331.77	**
BENTON, CARLENE R.	\$1,356.14	**
BENTON, IRVING/CARLENE	\$630.70	
BERUBE, JERMEMIAH A./CHRISTINA D.	\$1,239.76	**
BERUBE, JERMEMIAH A./CHRISTINA D.	\$1,676.45	**
BICKFORD, JAMES L./KECIA M.	\$464.21	
BICKFORD, JILL L.	\$2,103.97	**
BOGDAHN, KATHERINE L./JOHN P.	\$2,611.97	**
BOLDUC LINDA/DAVID	\$903.78	**
BRADBURY, JOAN	\$378.42	**
BRADBURY, JOAN M.	\$3,439.30	**
BRADBURY, JOAN M.	\$58.03	**
BRADBURY, JOAN M.	\$900.34	**
BRADBURY, JOAN M.	\$879.00	**
BROWN, BARRY	\$359.08	
BROWN, KRISTINA	\$516.75	
BUBAR, CHRISTOPHER R.	\$192.66	*
BUREAU, MARK A.	\$21.75	**
BURNELL, STEVEN A./SARAH J.	\$432.26	*
BUTLER, CHARLES W.	\$2,089.88	**
BUTLER, GLEN	\$643.29	
CALVERT, RICHARD/MICHELLE	\$982.22	**
CAMPBELL, SHAUN	\$2,456.21	**
CARIGNAN, TARA	\$552.66	
CARIGNAN, TARA	\$182.72	
COHEN, MAURICE S. HEIRS	\$785.20	
COTE, RONALD D./JEAN E.	\$1,081.33	**
COUNTRY PROPERTIES OF MAINE INC	\$626.73	**
CRITCHLEY, MARTHA	\$489.19	**
CRITCHLEY, MARTHA	\$2,164.92	**
CUTRONE, PETER J./P. JOY RADLE	\$1,450.46	**
DANEY, NANCY E.	\$1,876.22	**
DOWNS, AMANDA D./LAMONTAGNE, DENISE A.	\$1,222.51	**
EASTBROOK TIMBER CO., INC	\$863.50	
FALCONE, CHRISTINA M.	\$467.93	**
FEENEY, FRANCIS R./MELISSA R.	\$1,349.91	
FILLMORE, RICHARD F./AUSTA E.	\$2,078.53	**
FISHER, JAMES O.	\$545.91	**
FRENCH, BARBARA	\$243.01	*
GARDNER, MARGUERITE-LIFE TRUST/BETH	\$787.06	**
GENDRON, MADELINE, TRUSTEE	\$594.99	**
GERRY, ELWIN/BEVERLY	\$438.58	**

**2019 DELIQUENT PROPERTY TAXES AS OF JUNE 28,2019**

GIRARD, BERTRAND/SUSANNA	\$1,679.50	**
GOODWIN, DORIS, HEIRS	\$360.80	**
GOODWIN, MELTON	\$967.71	**
GORELICK, BENJAMIN J./MARR, JOANNE M.	\$696.75	**
GRANT, ROGER S., JR/RIDLON, MELISSA	\$1,334.87	
GRASS, CINDY J./BRENT M.	\$12.87	**
GREEN, DANIEL A.R./SONIA M.	\$2,338.76	
GREENE, RONALD L./A. HELEN	\$375.13	**
GROSS, GLENN	\$98.32	**
GUFFEY, DANIEL PAUL	\$702.78	*
GULF OF MAINE, INC/C/O HURTUBISE, JR., ROLAND	\$450.37	**
HAHN, CLAUDE, JR/LINDA	\$235.32	**
HANSON, DANIEL F./PATRICIA A.	\$548.42	
HARRIS, BEVERLY A.	\$2,097.74	**
HARTMAN, VERONICA E.	\$458.83	**
HATFIELD, PETER A./STEPHANIE A.	\$632.16	**
HAYES, MARIA/MANNING, EDWARD	\$954.90	**
HEANEY, SUSAN	\$917.88	*
HEATH, CHESTER	\$184.71	*
HEATLEY, REX	\$446.58	**
HERTEL, VAN E., SR	\$1,367.80	**
HEWARD, MALA J./ALBERT III	\$1,345.67	
HILLMAN, CHARLES W.	\$11.98	**
HILLOCK, PAMELA R.	\$1,707.13	*
HILTON, RICHARD HARRY	\$157.36	**
HOFFMAN, CARRIE	\$497.80	
HOLMES, RUSSRL M./ MATTHEW H.	\$458.58	**
HURTUBISE, JR., ROLAND W.	\$254.17	**
JOHNSON, EDWARD C. JR/ STEVENS, FARRAH D.	\$2,004.59	
JOHNSON, TIMOTHY/ JANET	\$728.49	**
JOHNSON, TIMOTHY/ JANET	\$709.14	**
JOHNSON, TIMOTHY/ JANET	\$710.20	**
JOY, GARY	\$364.24	**
JOY, RYAN	\$2,384.60	**
K&K PROPERTIES, LLC/ C/O KEVIN MARTELL	\$1,225.36	**
k & K PROPERTIES, LLC	\$1,486.52	**
k & K PROPERTIES, LLC	\$657.47	**
KIMBALL, ERNEST F., JR	\$236.12	**
KIRBY, ROBERT	\$416.62	**
KNIGHT, MELVILLE B.	\$312.06	**
KNIGHT, MELVILLE B.	\$185.92	**
KRAUS, TAMARA	\$272.88	
LACOURSE, CATHERINE M./GOODSON, DEVAN M. & DANIEL A.	\$482.70	*
LAFRENIERE, STEPHEN M.	\$922.47	
LANDRY, JOANNE V.	\$1,826.12	*
LARRIVEE, JR., ROGER E.,JR HEIRS/FRANKLIN, MELISSA & BARRETT, PAMELA	\$1,490.23	**
LECLERC, MELISSA L./HUNTRESS, DARLENE A.	\$2,325.77	**
LIBBEY, GREGORY/NANCY	\$48.03	**

**2019 DELIQUENT PROPERTY TAXES AS OF JUNE 28,2019**

LIBBY, MARGARET C./DEPETER, JERRY/ PATRICIA	\$639.98	**
LIBBY, MEREDETH JEWETT, HEIRS/ C/O EUGENE LIBBY	\$1,120.86	*
LIBBY, PAULA L.	\$704.24	**
LOCKE, SALLY J	\$555.04	
LOCKE, SALLY J	\$277.52	**
LOCKE, SALLY J	\$630.70	
LOCKE, SALLY J	\$1,191.97	**
LORD, SR., BRUCE P./DORE, ELLEN N	\$596.26	**
LOW, JANET	\$9.60	**
LOW, JANET	\$18.69	**
LUTHER, DORIS S.	\$625.87	**
MAKUFKA, HOWARD/DONNA	\$682.41	**
MANDEVILLE, LOUIS H.	\$1,151.82	*
MARTEL, KEVIN	\$897.16	**
MARTEL, KEVIN W.	\$1,330.04	**
MARTEL, KEVIN W.	\$1,257.96	**
MARTEL, KEVIN/MICHELE	\$698.81	**
MARTEL, KEVIN W.	\$1,046.49	**
MATTHEWS, TANYA M.	\$193.19	**
MCCORMICK, THOMAS	\$89.77	**
MCGONAGLE, JOSEPH E JR, HEIRS/CANTARA, ELIZABETH A,PERSONAL REP	\$342.69	**
MCL PROPERTIES, LLC	\$5,521.94	**
MCLEOD, EDWIN J.	\$2,818.41	
MCNALLY LAND DEVELOPMENT, INC.	\$320.38	**
MCNALLY LAND DEVELOPMENT, INC.	\$317.87	**
MECAP,LLC	\$4,097.96	
MECAP,LLC	\$2,205.60	**
MECAP,LLC	\$1,268.56	*
MELLEN, BARRY/ROBIN	\$1,714.68	*
MESERVE, RICHARD & DOUGLAS/CHADBOURNE, SHERRI & COUSINS, VICKIE	\$383.05	**
MICHAUD, WAYNE K.	\$739.75	**
MITCHELL-MAALOUF, DEIDRE	\$942.01	**
MOODY, DAVID J.	\$1,914.62	**
MOORE, ALBERT E.,JR., HEIRS	\$1,243.78	
MUEHLHAUSEN, MARY P.	\$2,244.02	
NAZIR, KELLY ANN	\$1,269.75	**
NUNES, THOMAS E./PAMELA J.	\$2,813.11	
PARKER, AARON; WALKER, STACIE; DATSON, BRUCE; DATSON, BRADD	\$89.95	
PARKER, DOUGLAS	\$605.53	**
PATTERSON, NANCY K.	\$966.25	**
PELLETIER,STEPHEN/PELLERIER, STEVE	\$2,742.09	**
PICHE, DAVID	\$380.81	**
PINET, ROGER J./MARSHA	\$1,559.13	**
PINET, ROGERJ./MARSHA J.	\$1,034.30	**
POOLE, CARL	\$1,454.32	**
POTTLE, SCOTT A.	\$1,588.01	**
PRATA, JUSTIN/NICOLE	\$1,431.00	**
PROACH, GEORGE	\$327.21	**

**2019 DELIQUENT PROPERTY TAXES AS OF JUNE 28,2019**

PROACH, GEORGE	\$319.65	**
PROPER, MICAH/RYAN, MELISSA	\$19.26	**
PROPER,MICAH	\$20.23	**
PROVENCHA, ROBERT G.,JR	\$584.06	
PROVENCHA, ROBERT G.,JR	\$1,844.93	*
RANDEL, MELODY	\$1,874.08	**
REID, ROBERT	\$697.75	**
ROBICHAUD, RAYMOND C./PRISCILLA A.	\$1,003.75	**
ROMPREY, RITA M.	\$1,079.48	
ROY, CHRISTOPHER	\$821.25	
RYAN, STACY E./ C/O FOUNDATIONS EARLY LEARNING CENTER	\$2,108.27	**
SALEVSKY, GEORGE H., JR./CHARLES M./MAX A	\$3,010.93	
SANTOS, WANDA L./ GERALD L.	\$1,400.00	*
SEAL, ALFRED JR./MICHELE L.	\$1,120.55	**
SEELY, TERRANCE M./SANDRA N.	\$6,219.95	**
SILVER, DEBRA V.	\$580.50	**
SINENI, ANTHONY J.	\$955.06	
SMITH, HARVEY E./HARRIS, BEVERLY A.	\$301.10	*
SPAULDING, GLENN J.	\$123.82	**
ST. PIERRE, BRIAN	\$886.05	
STEVENSON, GARY	\$1,689.51	
STEWART, NEIL, JR & ALICIA/ WHITEHOUSE, TONY L.	\$5.04	**
STILPHEN, MARGARY L.	\$1,532.50	*
SWAN, CRYSTAL A.	\$228.16	**
TARBOX, MELISSA A./ BELANGER, KRVIN B.	\$27.82	**
TARBOX, PETER J.	\$183.33	**
THIBODEAU CAROLYN	\$882.58	*
TIBBETTS, THERESA M.	\$642.42	**
TILTON, DAWN M.	\$1,119.23	**
TOWNSEND, ELAINE G.	\$85.26	**
TREK COMMUNITIES, LLC	\$128.79	**
USHER, JOHN E. JR.	\$3,718.70	**
VETRONE, DONNA	\$2,503.72	
WARMING, MARY C., HEIRS/ SCHMADER, CARRIE, PERSONAL REP	\$273.42	**
WATERHOUSE, KENNETH B./VIRGINIA A.	\$440.14	**
WATERHOUSE, KENNETH B./VIRGINIA A.	\$411.41	**
WHITTEN, RICHARD D.,II	\$1,481.22	*
WHITTIER, MADELINE L.	\$1,532.50	
WILLIAMS, PAULA R./WINFRIED W.	\$234.85	**
WILLIAMS, PAULA R./WINFRIED W.	\$1,291.48	**
WINTLE, DEBORAH/SCOTT/DAVID	\$888.33	**
WISHART, JOAN C.	\$782.84	**
WITKOWSKI, THOMAS	\$2,330.01	**
WOOD, GEORGE B.	\$208.00	**

**PERSONAL PROPERTY TAXES**

TITLE 36 SECTION 601. PERSONAL PROPERTY:DEFINED  
PERSONAL PROPERTY FOR THE PURPOSE OF TAXATION INCLUDES ALL  
TANGIBLE GOODS AND CHATTELS WHEREVER THEY ARE AND ALL VESSELS  
AT HOME AND ABROAI

TITLE 36 SECTION 603.  
ALL PERSONAL PROPERTY EMPLOYED IN TRADE IN THE ERECTION OF  
BUILDINGS OR VESSELS IN MECHANIC ARTS SHALL BE TAXED IN THE  
PLACE WHERE SO EMPLOYED EXCEPT AS OTHERWISE PROVIDED IN THI  
SECTION

TITLE 36 SECTION 706.  
BEFORE MAKING ASSESSMENT, THE CHIEF ASSESSOR OF A PRIMARY  
ASSESSING AREA MAY GIVE REASONABLE NOTICE IN WRITING TO ALL  
PERSONS LIABLE FOR TAXATION IN THE MUNICIPALITY TO FURNISH  
THE ASSESSOR A TRUE AND PERFECT LIST OF ALL THEIR ESTATES, NOT  
BY LAW EXEMPT FROM TAXATION, WHICH THEY POSSESSED ON THE  
FIRST DAY OF APRIL OF THE SAME YEAR.

**2019 DELIQUENT PERSONAL PROPERTY TAX AS OF JUNE 30, 2019**

AT&T MOBILITY LLC	\$301.03
BEAULIEU, JASON	
DBA JASONS AUTO SERVICE	\$439.69
FOUNDATIONS EARLY LEARNING CENTER	\$280.10 **
GANNETT, JILL	
DBA NEW LEAF SALON	\$63.47
KENNETH W. STONE, INC	\$130.19 **
MAINE RSA #1, INC(SAND POND ROAD)	\$111.66 **
PAQUETTE, CHRISTOPHER/TERRI	\$96.91
PRIMITIVES IN PINE (DEBRA SKOLAS)	\$83.48
PRO-TURF (HANSON, TROY)	\$286.27 **
SHREE BHAVANI, LLC	
DBA STATION HOUSE CONVENIENCE STORE	\$718.35

\*PARTIAL PAYMENT  
\*\* PAYMENT IN FULL  
As of March 31, 2020

a copy of the total tax commitment is avialable at the Hollis Town Hall.



# Warrant for the Hollis Annual Town Meeting

Fiscal Year: July 1, 2020 – June 30, 2021

STATE OF MAINE

COUNTY OF YORK/ss

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

## GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants in said Town of Hollis qualified to vote in town affairs to meet at the Hollis Community Building, 35 Town Farm Road in said Town of Hollis on Tuesday, the fourteenth day of July A.D. 2020 (July 14, 2020) at 6:45 a.m. in the morning to act on ARTICLE 1. The polls will open at 7:00 a.m. (seven o'clock in the forenoon) and close at 8:00 p.m. (eight o'clock in the evening) to act on using secret ballot voting on Articles 2 through 19.

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

Article 2: To elect the necessary Town Officials:

One (1) Select Board Member/Overseer of the Poor for a three (3) year term

One (1) Road Commissioner for a two (2) year term

Article 3: Shall the Town vote to raise, appropriate and expend up to \$1,131,499 for General Government Operations?

	2019 - 2020	2020 - 2021
100 Administration	\$ 163,150	\$ 169,305
101 Broadcasting	\$ 5,550	\$ 4,800
103 Treasurer Office	\$ 43,334	\$ 43,969
104 Town Clerk Office	\$ 44,206	\$ 43,890
105 Elections	\$ 39,630	\$ 32,950
106 Tax Collector Office	\$ 54,417	\$ 55,488
107 Assessor	\$ 70,500	\$ 73,350
150 Legal Fees	\$ 15,000	\$ 15,000
400 Operations & Management	\$ 129,250	\$ 130,350
1300 Insurance	\$ 280,150	\$ 322,756
1600 FICA (withholding)	\$ 99,300	\$ 100,290
1800 Animal Control	\$ 14,951	\$ 15,601
2200 Planning Board	\$ 17,800	\$ 17,500
2205 Finance Committee	\$ 2,600	\$ 1,300
2210 Appeals Board	\$ 1,700	\$ 2,200
2350 Community Clothing Closet	\$ 1,500	\$ 500
2298 Veteran's Flags	\$ 700	\$ 900
2370 Conservation Commission	\$ 600	\$ 600

2400	Saco River TV	\$ 15,500	\$ 16,300
2500	Code Enforcement	<u>\$ 86,750</u>	<u>\$ 84,450</u>
		\$1,086,588	\$1,131,499

Select Board Recommends

Finance Committee Recommends

Article 4: Shall the Town vote to raise, appropriate and expend up to \$ 248,890 for the Recreation Department?

		2019 - 2020	2020 - 2021
1200	Hollis Recreation Department	\$ 264,571	\$ 248,890

Select Board Recommends

Finance Committee Recommends

Article 5: Shall the Town vote to raise, appropriate and expend up to \$ 27,400 for the Sports Complex?

		2019 - 2020	2020 - 2021
1219	Sports Complex	\$ 27,290	\$ 27,400

Select Board Recommends

Finance Committee Recommends

Article 6: Shall the Town vote to raise, appropriate and expend up to \$ 494,500 for Snow & Sanding Services?

		2019 – 2020	2020 - 2021
500	Snow & Sanding	\$ 434,000	\$ 494,500

Select Board Recommends

Finance Committee Recommends

Article 7: Shall the Town vote to raise, appropriate and expend up to \$ 354,000 for Road & Highway Services?

		2019 - 2020	2020 – 2021
600	Highway	\$ 147,205	\$ 154,000
601	Paving	<u>\$ 150,000</u>	<u>\$ 200,000</u>
		\$ 297,205	\$ 354,000

Select Board Recommends

Finance Committee Recommends

**Article 8: Shall the Town vote to raise, appropriate and expend up to \$ 841,525 for Emergency Services provided by the Hollis Municipal Fire & Rescue Department?**

	<b>2019-2020</b>	<b>2020 - 2021</b>
<b>300 Emergency Services</b>	<b>\$ 842,132</b>	<b>\$ 841,525</b>
<b>Select Board Recommends</b>	<b>Finance Committee Recommends</b>	

**Article 9: Shall the Town vote to raise, appropriate and expend up to \$ 25,000 for General Assistance?**

	<b>2019-2020</b>	<b>2020 – 2021</b>
<b>1000 General Assistance</b>	<b>\$ 20,000</b>	<b>\$ 25,000</b>
<b>Select Board Recommends</b>	<b>Finance Committee Recommends</b>	

**Article 10: Shall the Town vote to raise, appropriate and expend up to \$ 266,500 for Public Services?**

	<b>2019 - 2020</b>	<b>2020 - 2021</b>
<b>900 Solid Waste Disposal</b>	<b>\$ 245,000</b>	<b>\$ 251,000</b>
<b>2000 Street Lights</b>	<b>\$ <u>15,300</u></b>	<b>\$ <u>15,500</u></b>
	<b>\$ 260,300</b>	<b>\$ 266,500</b>
<b>Select Board Recommends</b>	<b>Finance Committee Recommends</b>	

**Article 11: Shall the Town vote to raise, appropriate and expend up to \$ 50,150 for the Town-owned, Salmon Falls Library?**

	<b>2019 - 2020</b>	<b>2020 - 2021</b>
<b>800 Salmon Falls Library</b>	<b>\$ 50,424</b>	<b>\$ 50,150</b>
<b>Select Board Recommends</b>	<b>Finance Committee Recommends</b>	

**Article 12: Shall the Town vote to raise, appropriate and expend up to \$ 35,150 for the not Town-owned, Hollis Center Public Library?**

	<b>2019-2020</b>	<b>2020 – 2021</b>
<b>810 Hollis Center Public Library</b>	<b>\$ 35,150</b>	<b>\$ 35,150</b>
<b>Select Board Does Not Recommend</b>	<b>Finance Committee Recommends</b>	

**Article 13: Shall the Town vote to raise, appropriate and expend up to \$ 18,162 for the following non-municipal requests?**

	<b>2019 - 2020</b>	<b>2020 - 2021</b>
2299 York County Shelters	\$ 500	\$ 500
2300 Visiting Nurse Service	\$ 1,850	\$ 1,850
2301 York County Com. Action	\$ 3,400	\$ 3,400
2302 Leavitt's Mills Health Care	\$ 1,800	Closed
2303 Kids Free to Grow	\$ 500	\$ 500
2304 Caring Unlimited	\$ 1,000	\$ 1,000
2305 Maine Behavioral Health	\$ 0	\$ 500
2307 So. Maine Agency on Aging	\$ 2,750	\$ 2,750
2310 Cub Scouts Troop #323	\$ 700	\$ 600
2312 Boy Scouts Troop #323	\$ 700	\$ 600
0000 Girl Scouts Troop #323	\$ 0	\$ 600
2314 Red Cross	\$ 200	\$ 300
2315 Buxton- Hollis Historical	\$ 800	\$ 800
2317 VNA Home Health	\$ 250	\$ 250
2318 Maine Public Broadcasting	\$ 100	\$ 100
2320 Saco River Corridor Comm.	\$ 300	\$ 300
2322 Sexual Assault Response Service	\$ 500	No request
2323 Ladawn Therapeutic Riding	\$ 1,000	\$ 1,000
2326 Girl Scout Troop #1999	\$ 200	No request
2329 Life Flight of Maine	\$ 500	\$ 500
2330 So ME Veteran's Cemetery Assn	\$ 750	\$ 500
2360 So ME Regional Planning	\$ 1,662	\$ 1,712
0000 Camp Sunshine	\$ 0	\$ 200
0000 Waban	\$ 0	\$ 200
2395 12 Town Group	\$ 300	No request
	<b>\$ 19,762</b>	<b>\$ 18,162</b>

**Select Board Recommends**

**Finance Committee Recommends**

**Article 14: Shall the Town vote to authorize the Select Board and Tax Collector to:**

**1. Charge Interest on unpaid taxes, determine the rate thereon, set the due date for taxes, and to set the date on which interest shall commence. (Tax Collector charging interest at a rate of 9% per annum, that taxes be due and payable in two (2) payments. The first due on November 4, 2020 and the second on May 5, 2021 with interest commencing on the first half on November 5, 2020 and the second half on May 6, 2021);**

2. Accept prepayment of taxes;

3. Set the interest rate to be paid by the Town on the refunded overpayment of Taxes for the 2020-2021 Fiscal year set at 5% as recommended by the Tax Collector & Select Board; and

4. Apply all tax payments to the oldest outstanding taxes first?

Select Board Recommends

Article 15: A property tax levy limit has been established for the Town by State Law in the amount of \$1,176,048.00; in the event that the municipal appropriations approved by the voters exceed that limit, shall the Town vote to increase the property tax limit?

Select Board Recommends

Article 16: Shall the Town vote to accept and apply estimated and anticipated revenues and reimbursements in the amount of \$ 2,387,314 to the 2020-2021 Tax Commitment?

	2019 - 2020	2020 - 2021
MDOT Block Grant	\$ 52,000	\$ 54,500
Code Enforcement Fees	\$ 100,000	\$ 90,000
Dog Fees	\$ 2,000	\$ 2,500
Excise Tax	\$ 950,000	\$ 960,000
Rescue Fees	\$ 120,000	\$ 110,000
Parks & Recreation Fees	\$ 160,000	\$ 170,000
Misc. Rev & Reimbursements	\$ 100,000	\$ 105,000
BETE Reimbursements	\$ 425,000	\$ 445,000
Homestead Reimbursements	\$ 155,000	\$ 195,000
Tree Growth Reimbursements	\$ 22,000	\$ 21,500
Veteran’s Exemption Reimbursements	\$ 2,000	\$ 2,600
State Revenue Sharing	\$ 128,656	\$ 186,214
Cable Franchise Fees	<u>\$ 45,000</u>	<u>\$ 45,000</u>
	<b>\$ 2,261,656</b>	<b>\$ 2,387,314</b>

Select Board Recommends

Article 17: Shall the Ordinance titled “Town of Hollis, Maine Accessory Dwelling Unit enacted on June 14, 2014 ” be amended ?

Select Board Recommends

Planning Board Recommends

**Article 18: Shall the Town vote to authorize the Select Board to use Town-owned property as a future site to build a new Hollis Town Hall and this authorization shall continue in effect until repealed or rescinded by Town vote?**

**Select Board Recommends**

**Article 19: Shall the Town vote to authorize the Select Board to sell unused Town-owned real estate and place the revenue in a protected account to be used to build a new Town hall and future municipal improvements, and this authorization shall continue in effect until repealed or rescinded by Town vote?**

**Select Board Recommends**

**Given under our hands this 6th day of May, A.D. 2020**

**Hollis Select Board:**

**s/signature on file**

**David McCubrey, Chair**

**Rita Perron, Member**

**s/signature on file**

**John Rogala, Member**

**received by Town Clerk May 6, 2020**

**Martha E. Huff, Hollis Town Clerk**

**Registrar of Voters Notice:**

**The Registrar of Voters office will be open to register voters prior to the election. The Register of Voters will be available at the polls to correct any errors, correct a name or address on the voting list and to accept registrations of eligible persons and accept new enrollments.**

**A person who is not registered to vote may not vote in any election.**

**A Voter who is NOT enrolled in a political party may not vote in a primary election.**

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Accessory Dwelling Unit Ordinance  
Town of Hollis, Maine

Enacted by Town Meeting Vote: June 10, 2014  
**Proposed Changes for July 14, 2020 Annual Town Meeting –  
addition to the ordinance are in bold print  
deletions are underlined.**

## Accessory Dwelling Unit Ordinance of the Town of Hollis

An Accessory Dwelling Unit is a living area located within a single family dwelling or within a structure accessory to a single family dwelling, such as a garage, barn, or accessory cottage, which is designed and equipped with limited housekeeping facilities (see section C) so that it can be occupied by a person or persons living separately from the persons occupying the single family dwelling. A Town approved accessory unit shall not be considered a permanent dwelling unit under this ordinance, the Hollis Zoning Ordinances and the Hollis Growth Ordinance.

### **DEFINITIONS:**

Accessory Dwelling units within or added to the primary dwelling structure shall be known as ***In-law Apartments***. Units in accessory structures (garages, barns, etc.) shall be known as ***Accessory Dwellings***. (The general provisions of this ordinance shall apply to both.)

### **PERFORMANCE STANDARDS-ACCESSORY UNITS**

The following standards are intended to allow the addition and use of one accessory unit to a single-family dwelling in a manner that will preserve the single-family residential character of the property and neighborhood. The Code Enforcement Officer may issue a permit for the construction of an Accessory Unit only if the Accessory Unit adheres to the following standards:

- A.** The owner(s) of the lot on which the principal structure is located must reside in the principal structure or the accessory unit, either of which residence may be seasonal, **and the owner shall be a primary resident of the Town**. An accessory unit may be located on a lot which the owner occupies as a seasonal residence; however, neither the accessory unit nor the single-family dwelling shall be rented. For this purpose, "season" means any three (3) consecutive months during a twelve (12) month



period.

**B.** -The number of occupants of the Accessory Unit is limited to a maximum of *two* family members.

**The area of an accessory unit shall not exceed 600 total square feet of total space of the single-family dwelling to which the unit is accessory or other structure. The unit shall be limited to a compact refrigerator (up to 10 cu.ft.), single kitchen sink, and microwave oven. No range or stove is allowed. No laundry appliances are allowed.**

**C.** Accessory Units are permitted on nonconforming lots, but the structures in which they are located (attached or detached), shall not exceed 25% of the lot coverage.

**D.** In order for an Accessory Unit to be added to a lot, the lot must comply with the requirements of the state minimum lot size law, 12 M.R.S.A. §§ 4807 - 4807-G and all the provisions of the Maine State Building and Energy Code (MUBEC).

**E.** The applicant shall have the burden to establish the lot area, which burden may include a survey signed and sealed by a Professional Land Surveyor, at the discretion of the Code Enforcement Officer.

The septic system on the property in question shall be functioning properly at the time of application for accessory unit approval, and plans (HHE-200) for the additional septic load for the premises provided before issue of building permit.

**F.** Adequate off-street parking space shall be available for an Accessory Unit.

**G.** Proper ingress and egress shall be provided to the Accessory Unit, per MUBEC.

**H.** Only one Accessory Unit shall be permitted on a base lot.

**I.** The Accessory Unit and the principal structure must be serviced by a common utility meter.

**J.** Accessory Units shall retain and respect the existing streetscape, character of the neighborhood, and preserve the single-family appearance, architectural style, and character of the original dwelling and property. Outside stairways (either open or closed) that service Accessory Units on upper stories are permitted, provided that they are integrated into and consistent with the architecture of the building.

**K.** Outside stairways serving upper stories shall not be located on the side of the building that faces the street, except in the case of a building on a corner lot that fronts two or more streets, a stairway may be allowed on one of the sides of the building that faces a street if no reasonable alternative exists. Only handicap ramps are exempt from lot line setbacks.

**L.** All municipal and state building codes (MUBEC) in effect at the time of application must be followed.

**M.** If denied a permit from the Code Enforcement Officer, an applicant for a permit for an accessory unit may appeal to the Zoning Board of Appeals, per Hollis Zoning Ordinance.

**N.** Should the owner(s) of the principal structure be found in non-compliance with the standards contained in this section, the non-compliance shall be considered a violation of this Ordinance, and the structure shall revert to a single-family dwelling or the previous use.

**O.** Names and relationship of the immediate family occupants in the accessory unit shall be listed on the application and conditions of the approved building permit. The anticipated duration of the occupancy shall also be listed on the application after which the accessory dwelling shall revert to its original or similar use, or the applicant may

Accessory Dwelling Unit Ordinance of the Town of Hollis  
apply for an extension of the permit. Occupancies are not transferable to subsequent owners without meeting all provisions of this section.

**In order for an Accessory Unit to be located in a detached accessory structure, the following requirements must be met:**

**1. The detached accessory structure must meet bulk and space requirements and setbacks for an individual (primary) dwelling unit.**

**2. The detached accessory structure must be designed and constructed in the style of a garage, barn, storage building, carriage e house, accessory cottage, or similar structure customarily located on the same lot with a single-family residence.**

***P.*** Accessory Units are Permitted Uses (CEO approval required) in all zones other than the Shoreland Zone where they are Conditional Uses (Planning Board approval required).

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## Town of Hollis General Information

### Town Office Hours

Monday	Closed
Tuesday	9 am – 4 pm
Wednesday	Noon - 8 pm
Thursday	9 am – 4 pm
Friday	9 am – 4 pm

### Mailing address

Town of Hollis  
34 Town Farm Road  
Hollis, ME 04042

### Meeting Schedule

Select Board meets the first & third Wednesday of the month at 7 pm  
Planning Board meets the second & fourth Wednesday of the month at 7pm  
Finance Committee meets on Monday evenings when announced.  
Board of Appeals meets when applicable.

### Town Office Holidays

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
President's Day	Thanksgiving Day
Patriot's Day	Day after Thanksgiving
Independence Day	Christmas Day

### Trash Pick-up

Trash pick-up scheduled for the following legal holidays: New Year's Day, Independence Day, Thanksgiving and Christmas Day will be picked up the following Saturday.

### Town Office Phone Numbers

Hollis Town Hall phone number	(207) 929-8552
Hollis Town Hall Fax number	(207) 929-3686
Hollis Animal Control	(207) 838-8731

### Emergency Services

Hollis Fire & Rescue	911
Maine State Police	911

## **Town of Hollis General Information**

### **Form of Government**

The Town of Hollis has a Three Select Board Town Meeting Form of Government. The Annual Town Meeting is held in June of each year usually with secret ballot voting. Voting is held at the Hollis Community Building located at 35 Town Farm Road Hollis, Maine.

### **Population**

The most recent US Census was for 2018 and it gave Hollis a population of 4,706 people. The Community of Hollis is located in York County, Maine.

### **Hollis Schools**

Maine School Administrative District Number 6 includes the towns of Buxton, Frye Island, Hollis, Limington and Standish. Bonny Eagle High School and Middle School are located in Standish and Buxton, Maine. Hollis has 303 elementary students (2020) and a total of 683 students attending school district wide.

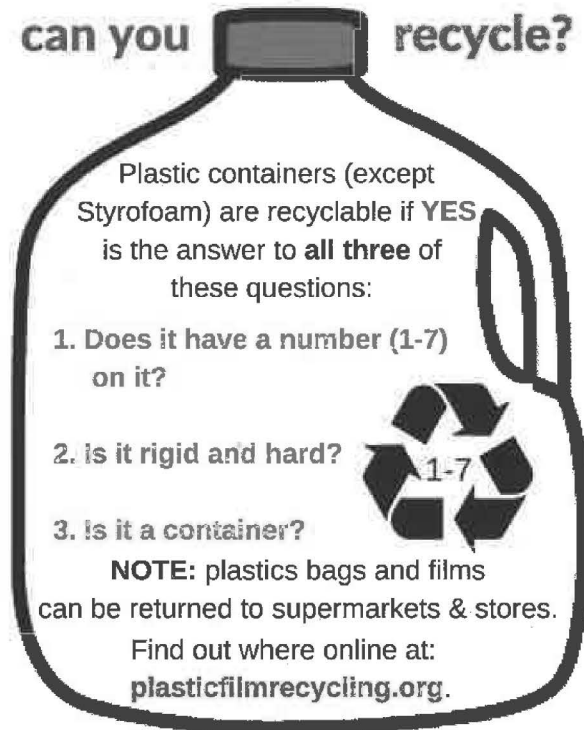
### **Hollis Website**

Please refer to our website at [www.hollismaine.org](http://www.hollismaine.org) for additional and updated information. The Hollis website contains information on all scheduled meetings with a monthly calendar, announcements, town ordinances, town policies, zoning ordinances, on-line tax data as of April 1<sup>st</sup> of each year, current voting information and website links to on-line services.

DO <small>Recycle</small>	DON'T <small>Recycle</small>
<p><b>PAPER</b></p> <ul style="list-style-type: none"> <li>All Clean Cardboard, Paperboard &amp; Pizza Boxes (NO FOOD)</li> <li>Newspapers &amp; Inserts</li> <li>Magazines</li> <li>Mail &amp; Catalogs</li> <li>Paper Bags</li> <li>Office Paper, Envelopes, window envelopes</li> <li>Wrapping Paper</li> <li>Phone Books</li> <li>Books</li> <li>Paper Plates (clean)</li> <li>Milk &amp; Juice Cartons</li> <li>Drink Boxes &amp; Aseptic Containers</li> <li>Shredded Paper (put in clear bags)</li> </ul> <p><b>PLASTIC</b></p> <ul style="list-style-type: none"> <li>Water Bottles</li> <li>Milk Jugs</li> <li>Detergent Bottles</li> <li>All rigid containers marked with a #1-#7 (except Styrofoam)</li> </ul> <p><b>METAL</b></p> <ul style="list-style-type: none"> <li>Tin Cans</li> <li>Aerosol Cans (empty)</li> <li>Aluminum Cans/Foil</li> <li>Pots &amp; Pans</li> </ul> <p><b>GLASS (all colors)</b> All glass Bottles &amp; Jars</p> <p><b>All rigid containers must be EMPTY (not perfectly clean).</b></p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">  <p>Search more than 800 items: <a href="http://ecomaine.org/RECYCLOPEDIA">ecomaine.org/RECYCLOPEDIA</a></p> </div>	<p><b>NO PLASTIC BAGS!</b></p> <div style="text-align: center;">  <p><b>Keep OUT:</b></p> </div> <p><b>Trash/Garbage</b> <b>Needles &amp; Sharps</b> <b>Large metal parts</b> car, boat, truck, etc. <b>Wood/lumber</b> <b>Propane, helium</b> or other gas cylinders <b>Pipes, plastic or metal</b> <b>Clothing &amp; shoes</b></p> <p><b>PLASTIC BAGS:</b></p> <ul style="list-style-type: none"> <li>trash/shopping bags</li> <li>frozen vegetable</li> <li>pellet bags</li> <li>bread bags</li> <li>newspaper bags</li> <li>potato or snack</li> <li>sandwich</li> <li>animal food bags</li> </ul> <p><b>Plastic wrap or film</b> <b>Bedding &amp; Pillows</b> <b>Garden hoses</b></p> <p><b>Batteries:</b></p> <ul style="list-style-type: none"> <li>alkaline</li> <li>button-cell</li> <li>rechargeable / lithium ion</li> </ul> <p>Boat shrink-wrap/tarps Bubble-wrap Diapers (baby/adult) Envelopes that are plastic or Tyvek Food or plants (compost instead) Kitty Litter Knives &amp; Blades Light bulbs (any type; return CFLs to store) Paper napkins &amp; towels Styrofoam or polystyrene foam (even if #6) Toys Vinyl siding Wax-coated paper or boxes (poly-coated OK) Rope, String, Chain</p>

Learn more at: [ecomaine.org](http://ecomaine.org) or 207-773-1738

## Which plastics can you recycle?



## NO HAZARDOUS WASTE - EVER!



These items never belong in recycling or household trash:

ammunition - anti-freeze - CFL/fluorescent light bulbs - chemicals - electronic waste - fertilizers - bulbs of any kind - fuel (gasoline, diesel, kerosene) - lithium ion batteries - oxygen tanks - paint thinner - pesticides - propane tanks - rechargeable batteries - televisions

## Still have questions?

Download ecomaine's free app to search more than 800 waste items:  
[ecomaine.org/RECYCLOPEDIA](http://ecomaine.org/RECYCLOPEDIA)



## Election Reminders for July 14, 2020

### Standard Language for Municipalities to Use Regarding the July 14, 2020 Elections *Approved by the Secretary of State, May 13, 2020*

The State Primary and Special Referendum Election is Tuesday, July 14, 2020.

At this time, both in-person and absentee voting are available for the July 14 election.

For the Town of Hollis in-person voting will take place on July 14 at The Hollis Community Building at 35 Town Farm Road, Hollis Maine 04042 the polls will be open from 7 am until 8pm.

Voters may cast an absentee ballot instead of voting in person. To minimize interaction with others during this public health pandemic (COVID-19), some voters may prefer voting by absentee ballot. Casting an absentee ballot is convenient and secure.

Absentee ballots may be requested in writing, by phone, online, or in person up to and including the day of the election, without specifying a reason. However, if you are asking to receive your ballot by mail, please request it early enough to allow for postal mail delivery time – both to receive it and return it (2-5 days each way).

- You can request an absentee ballot by calling your Municipal Clerk's office at 207-929-8552 ext. 18
- You can request an absentee ballot online or by mail from the Secretary of State's website: <https://www1.maine.gov/cgi-bin/online/AbsenteeBallot/online-form.pl>
- Absentee ballot requests are being accepted right now. Printed ballots will be available by mid-June, and we will issue your ballot as soon as possible after that date.
- Ballots must be returned to the municipal clerk no later than 8:00 pm on Election Day.

For additional information go to: <https://www.maine.gov/sos/cec/elec/voter-info/absenteeguide.html>

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On July 14, 2020- The Town of Hollis Annual Town Meeting will be held by secret ballot voting except for article #1 to elect moderator at 6:45 am. The Polls will then open at 7 am and close at 8 pm. You will receive state ballots, town ballots and also a MSAD #6 School Director at Large ballot. Please remember to use a black pen, sign the envelope flap on your return absentee ballot envelope. Reminder some ballots may be doubled sided. Town Information is available at [www.hollismaine.org](http://www.hollismaine.org) Under Town Clerk, warrants and elections.

