

**Calais City Council – Calais City Building
January 9, 2025 - Call to Order – 6:00 pm
Pledge of Allegiance – Moment of Silence**

Mayor: Marcia Rogers

Councilors:

Elery Beale
Peter Foster
James Macdonald
Kevin Niles
William Quinn
Michael Sherrard

1. Consent Agenda

- A. Previous Minutes (pages 2-9)
- B. Approval of Monthly Departmental Reports (pages 10-50)
- C. Approval of Chase Fund for January \$150.00
- D. Treasurer's Warrants City through January 8, 2025 §
- E. Treasurer's Warrants School through January 8, 2025 §
- F. Treasurer's Warrants Water through January 8, 2025 §
- G. Liquor License Renewal-King China (pages 51-55)
- H. Liquor License Renewal-St. Croix Club Inc (pages 56-61)

2. Public Hearing

- A. Medical Marijuana License Renewal-Smoke On The Water (pages 62-65)
- B. Medical Marijuana License Renewal-The Higher Class (pages 66-69)

3. Old Business

- A. City Manager's Report
- B. Follow Ups (pages 70-72)
- C. Committee Reports
 - 1. Finance Committee- Macdonald
 - 2. Property Committee- Quinn
 - 3. Public Safety Committee- Beale
 - 4. Public Works Committee- Foster
 - 5. School Liaison Committee- Macdonald
 - 6. Economic/Community Development Committee- Niles
 - 7. Welfare Committee- Sherrard

4. Opportunity for Public Input on New Business Agenda Items

5. New Business

- A. City Façade Program (pages 73-89)
- B. Interim City Manager
- C. City Tax Acquired Property-7 Clark St.
- D. Property Maintenance Ordinance (pages 90-91)

6. Roundtable

- A. Public Comments
- B. Council Comments

7. Executive Session

- A. Purchase or Sale of City Property pursuant to MRS A Title 1, §405(6)(c)

8. Adjournment

CALAIS CITY COUNCIL
December 12, 2024

The regular monthly meeting of the Calais City Council was held this date in the Council Chambers of the Calais City Building at 6:00 p.m.

Present was Mayor Rogers presiding over Councilors Niles, Sherrard, Beale, Foster, Quinn and Macdonald.

On a motion by Councilor Quinn and a second by Councilor Macdonald, it was unanimously voted to approve the following consent agenda:

- A. Previous Minutes*
- B. Approval of Monthly Departmental Reports*
- C. Approval of Chase Fund for December \$300*
- D. Treasurer's Warrants City through December 11, 2024
\$ 351,700.13*
- E. Treasurer's Warrants School through December 11, 2024
\$ 988,909.20*
- F. Treasurer's Warrants Water through December 11, 2024
\$ 21,699.19*
- G. Application for Perpetual Care-Hodsdon Lot*

The City Manager then gave his report. He first thanked the Calais Lioness Club for a successful Christmas Parade and Tree Lighting. Along with the club he thanked the Public Works, Police and EMS departments for their help with the festivities. He then reminded the public that there are a few weekends remaining to Christmas shop at the Jolly Junction holiday pop-up market at the old Urban Moose Building and he also mentioned that the 8th grade glass is offering a holiday gift wrapping fundraiser there. He then invited Fire Chief Lee to come up and present a special plaque. Chief Lee shared about an incident that took place on November 22 where a child named Reed told their family about a fire that had started in their home and where the fire extinguisher was. The fire was able to be quickly put out. Chief Lee presented Reed with a plaque in honor of their quick thinking about fire prevention. Lastly, the City manager took time to congratulate Public Works Director Robert "Skeet" Seelye on 40 years of service with the City of Calais.

There were no updates on follow-up items.

Attendance

Consent Agenda

City Manager's Report

Follow-Ups

For committees the School Liaison meeting for this week was cancelled. They will meet again in January. The Economic Development Committee met prior to this meeting. They discussed possible uses for the accumulated TIF Funds. Among the possible uses suggested was the replacement of the streetlights downtown. The committee proposed changing 30 lights this year at an approximate cost of \$75k. The committee also proposed the creation of a Downtown Charm (Façade) Grant Program for the TIF district. The first year of the program would be funded with \$15k from the available TIF funds.

Continuing with old business, the council themselves discussed possible use of the collected TIF Funds. Councilor Sherrard made a motion to purchase 30 streetlights this year for downtown and to begin the grant application process for the remaining lights. Councilor Quinn Seconded. All were in favor. After continuing discussion, Councilor Quinn made a motion to approve the establishment of a Downtown Charm Grant Program. Councilor Foster seconded. The motion passed with Councilors Beale and Sherrard abstaining.

New Business

The Council then moved on to new business. The first item on the agenda was the proposed 2025 Water Department Budget. Councilor Niles made a motion to approve the budget as presented. Councilor Quinn seconded. All were in favor

See Insert: 2025 Water Budget

Next the council considered a proposal regarding the Boy Scout property, Map/Lot 027-020-B. With the Boy Scout pack disbanding, the property will revert back to the city per covenant in their deed. The Calais ATV club has made a proposal to take over and maintain the property/building. Councilor Niles made a motion to accept this proposal. Councilor Sherrard seconded. All were in favor.

The council then discussed the abatement of 2024 taxes at the McAllister building, account #976. This property now belongs to the City of Calais. Councilor Sherrard made a motion to abate the taxes in the amount of \$750.00. Councilor Niles seconded. All were in favor.

Committee Updates

Use of TIF Funds

Purchase of Street Lights

Establishment of Charm Grant Program

2025 Water Dept. Budget

Boy Scout Property: Map/Lot 027-020-B

Tax Abatement-McAllister Building #976

In further discussion of the McAllister Building, the council considered putting the building up for sale. Councilor Niles made a motion to list the property for sale at an asking price of \$99k. Councilor Sherrard Quinn seconded. All were in favor.

Continuing with new business, Fire Chief Lee asked the council for permission to apply for the Maine Fire Services Protection Commission Grant. Councilor Niles made a motion to grant permission. Councilor Foster seconded. All were in favor.

The next agenda item was the acceptance of grant funds from the Stephen & Tabitha King Foundation. Councilor Sherrard made a motion to accept the funds. Councilor Niles seconded. All were in favor.

After this, the council then appointed the Registrar of Voters for the city to serve January 1, 2025 through December 31, 2026. Councilor Macdonald made a motion to appoint City Clerk, Brad D. Phillips, as Registrar of Voters. Councilor Quinn seconded. All were in favor.

The annual Free Holiday Dump day was the next topic of discussion. Councilor Macdonald made a motion to schedule free dump days on Saturday, December 28th and Sunday, December 29th. Councilor Quinn seconded. All were in favor.

Lastly, the council scheduled public hearings for the renewal of Medical Marijuana licenses for Smoke on the Water and The Higher Class. Councilor Niles made a motion to schedule the hearings for January 9, 2025. Councilor Quinn seconded the motion. All were in favor.

Other topics discussed with no action taken included:

- The Benefits of an extra extraction tool for Calais Fire/EMS
- Concern over usage of TIF funds
- The Lioness Christmas parade was great, and the Christmas tree downtown looks great
- Thank you to the City Manager for getting the newly elected council member up to date
- Lyons Towing recognized for 50 years in business
- CDRC doing great work with the Jolly Junction Market
- McAllister building roof work looks good
- Concern over recently hired property listers for the revaluation ending employment so soon

Listing of McAllister Building for Sale

Application for Grant Funds

Acceptance of Grant Funds

Appointment of Registrar of Voters

Annual Free Dump Days

Schedule Public Hearings- Medical Marijuana License Renewals

Roundtable

- Concern that new folks might not understand what the TIF district is
- The Manager at Wal-Mart is offering a free computer desk if a department needs one
- Hope that in the future basketball games won't be scheduled on the same night as the Christmas parade
- Merry Christmas and Happy New Year to everyone-Be thinking of others this holiday season.

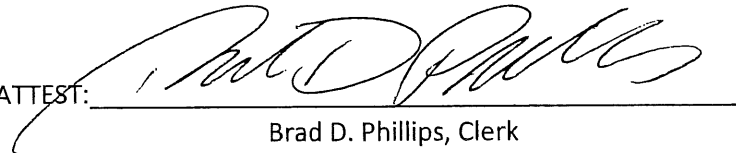
Executive Session

At this time, pursuant to M RSA Title 1, §405(6)(a) a motion was made to enter executive session for discussion of a personnel matter. The motion was made by Councilor Niles and seconded by Councilor Quinn. All were in favor. The Council entered executive session at 6:48 pm.

The council returned from executive session at 7:04 PM. No motions were made upon their return

There being no further business to come before the City Council at this time, it was moved by Councilor Macdonald, seconded by Councilor Foster, and unanimously voted to adjourn this meeting at 7:04 p.m.

ATTEST:



Brad D. Phillips, Clerk

Executive Session

Adjournment

PROPOSED 2025 WATER DEPARTMENT BUDGET

City Account	Account Description	2024	2025	2025	2025	2025	2025
		688,772.35	707,724.24	707,724.24	707,724.24	707,724.24	707,724.24
0175	PRINCIPAL - DWSRF CLEVELAND ST.	\$4,785.00	\$4,785.00	\$4,785.00	\$4,785.00	\$4,785.00	\$0.00
0177	PRINCIPAL - DWSRF SOUTH ST.	\$32,661.00	\$32,661.00	\$32,661.00	\$32,661.00	\$32,661.00	\$0.00
0188	PRINCIPAL - DWSRF RESERVOIR/FILTER BACKWASH	\$1,483.34	\$1,483.34	\$1,483.34	\$1,483.34	\$1,483.34	\$0.00
0190	DWSRF - LAFF/PRICE	\$19,484.00	\$19,483.34	\$19,483.34	\$19,483.34	\$19,483.34	\$0.00
0192	DWSRF - MIDLAND/BROOKS/SPRING/GERMAIN	\$12,742.00	\$12,741.66	\$12,741.66	\$12,741.66	\$12,741.66	\$0.00
0193	DWSRF - CLARK/SCHOOL	\$7,748.00	\$7,748.00	\$7,748.00	\$7,748.00	\$7,748.00	\$0.00
0194	16FR PRINCIPAL - UNION STREET WATER	\$21,783.51	\$20,833.51	\$20,833.51	\$20,833.51	\$20,833.51	\$78.00
0195	PRINCIPAL - MANNING STREET - DWSRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0197	VEHICLE LINE TRUCK REPLACEMENT	\$7,336.00	\$7,336.00	\$7,336.00	\$7,336.00	\$7,336.00	\$0.00
0199	LONG TERM DEBT - SRF REFINANCE	\$81,833.00	\$81,833.84	\$81,833.84	\$81,833.84	\$81,833.84	\$0.00
0201	PRINCIPAL - B.H.B. & TRUST - WATER LINE	\$10,878.05	\$10,878.05	\$10,878.05	\$10,878.05	\$10,878.05	\$0.00
0408	PRINCIPAL - TEMPERANCE STREET WATER - DWPSRF	\$7,824.00	\$7,824.00	\$7,824.00	\$7,824.00	\$7,824.00	\$0.00
0410	MAIN STREET WATERLINE DWSRF PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,000.00
0421	REG ASSESSMENT TAX	\$3,400.00	\$3,400.00	\$3,400.00	\$3,400.00	\$3,400.00	\$0.00
0425	DUES	\$1,700.00	\$4,516.80	\$2,817.00	\$1,650.00	\$1,650.00	\$0.00
0426	ADMIN - DWSRF CLEVELAND STREET	\$240.00	\$239.26	\$239.26	\$240.00	\$240.00	\$0.00
0427	ADMIN FEE - DWSRF FILTER BACKWASH	\$75.00	\$74.16	\$74.16	\$75.00	\$75.00	\$0.00
0428	INTEREST/FEE - MANNING STREET DWPSRF	\$3,129.00	\$446.19	\$446.19	\$2,157.00	\$2,157.00	-\$121.00
0429	ADMIN FEE - DWSRF MANNING STREET.	\$651.00	\$651.00	\$651.00	\$651.00	\$651.00	-\$21.00
0430	VEHICLE LOAN INTEREST (THE FIRST)	\$0.00	\$1,373.25	\$1,623.25	\$1,623.25	\$1,623.25	-\$337.00
0431	INTEREST - B.H.B. & TRUST - Water Line	\$1,240.00	\$926.00	\$926.00	\$926.00	\$926.00	-\$312.00
0432	DWSRF 2009F ADMINISTRATION FEE	\$975.00	\$974.16	\$974.16	\$975.00	\$975.00	\$0.00
0433	DWSRF 2012 ADMINISTRATION FEE	\$1,783.00	\$1,706.24	\$1,706.24	\$1,783.00	\$1,783.00	\$0.00
0434	INTEREST FEE - TEMPERANCE DWPSRF	\$1,096.00	\$212.50	\$212.50	\$1,096.00	\$1,096.00	-\$78.00
0435	INTEREST/FEE - UNION STREET DWPSRF	\$3,224.00	\$3,009.00	\$3,009.00	\$3,224.00	\$3,224.00	-\$79.00
0436	DWSRF 2016 - Temperance Administration Fee	\$421.00	\$369.45	\$369.45	\$421.00	\$421.00	-\$51.00
0437	DWSRF 2016 - Union Administration Fee	\$1,240.00	\$1,173.62	\$1,173.62	\$1,240.00	\$1,240.00	-\$65.00
0438	MAIN STREET WATERLINE DWSRF INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00
0439	REGULAR WAGES	\$135,000.00	\$123,426.50	\$123,426.50	\$135,000.00	\$135,000.00	\$0.00
0440	OVERTIME WAGES	\$8,500.00	\$9,200.00	\$9,200.00	\$8,500.00	\$8,500.00	\$16,900.00
0441	PAYROLL - ON CALL STIPEND	\$2,600.00	\$2,600.00	\$2,600.00	\$2,600.00	\$2,600.00	-\$300.00
0442	SHARE-CLERICAL WAGES - 33%	\$11,154.00	\$12,355.20	\$12,355.20	\$11,154.00	\$11,154.00	\$0.00
0443	SHARE-MANAGER WAGES - 15%	\$9,984.00	\$8,444.87	\$8,444.87	\$9,984.00	\$9,984.00	\$1,338.48
0444	SHARE-FIN DIR WAGES - 25%	\$15,527.20	\$16,307.20	\$16,307.20	\$15,527.20	\$15,527.20	\$262.08
0445	CONTRACTED FRINGE BENEFITS REGULAR	\$65,000.00	\$68,673.08	\$68,673.08	\$65,000.00	\$65,000.00	\$2,081.30
0446	CONTRACTED FRINGE BENEFITS OVERTIME	\$800.00	\$1,300.00	\$1,386.88	\$800.00	\$800.00	\$18,386.50
0447	EMPLOYEE BENEFITS - CITY ADMINISTRATION	\$11,925.69	\$7,686.74	\$7,686.74	\$11,925.69	\$11,925.69	\$400.00
0448	PURCHASED POWER	\$28,000.00	\$27,000.00	\$27,000.00	\$28,000.00	\$28,000.00	\$14,062.55
0449	MATERIALS AND SUPPLY - OFFICE	\$2,500.00	\$2,023.25	\$2,023.25	\$2,500.00	\$2,500.00	\$1,000.00
0450	CHEMICALS	\$20,000.00	\$22,602.51	\$22,602.51	\$20,000.00	\$20,000.00	\$300.00
0451	MATERIALS AND SUPPLY - MAINTENANCE	\$20,000.00	\$30,385.01	\$30,385.01	\$20,000.00	\$20,000.00	\$2,000.00
0452	MATERIALS AND SUPPLY - OPERATION	\$8,000.00	\$15,770.31	\$15,770.31	\$8,000.00	\$8,000.00	\$8,000.00
0453	SUPPLIES/CUSTOMER ACCOUNTS	\$8,000.00	\$5,405.02	\$5,405.02	\$8,000.00	\$8,000.00	\$6,600.00
0454	MAT & SUP ADMIN & GEN	\$1,800.00	\$1,885.72	\$1,885.72	\$1,800.00	\$1,800.00	-\$3,400.00
0455	MDOT WATER REPAIRS	\$400.00	\$165.00	\$165.00	\$400.00	\$400.00	\$200.00
0456	CONTRACT SVCI/ENGINEER	\$7,500.00	\$10,232.50	\$10,232.50	\$7,500.00	\$7,500.00	\$0.00
0457	CONTRACT SVCI/ACCOUNT/TTRIO	\$14,700.00	\$7,116.18	\$7,116.18	\$14,700.00	\$14,700.00	\$1,100.00
0458	CONTRACT SVCI/WATER TREATMENT/WELLS	\$15,000.00	\$20,660.23	\$20,660.23	\$15,000.00	\$15,000.00	\$0.00
0459	CONTRACT SVCI/DISTRIBUTION SYS. REPAIRS	\$15,000.00	\$8,391.19	\$8,391.19	\$15,000.00	\$15,000.00	\$18,000.00
0460	BUILDING MAINTENANCE & REPAIRS	\$1,000.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00	-\$100.00
0461	RENTAL EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
0462	TRANSPORTATION EXPENSE/VEHICLE MAINT.	\$4,500.00	\$3,089.92	\$3,089.92	\$4,500.00	\$4,500.00	-\$2,200.00
0463	INSURANCE - RISK POOL	\$4,025.00	\$0.00	\$0.00	\$4,025.00	\$4,025.00	\$500.00
0464	ADVERTISING - GEN ADMIN.	\$1,200.00	\$925.00	\$925.00	\$1,200.00	\$1,200.00	-\$200.00
0465	MISC EXP/STATE TESTING	\$4,300.00	\$5,671.62	\$5,671.62	\$4,300.00	\$4,300.00	\$1,000.00
0466	TRAINING	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00	-\$500.00
0467	HEATING FUEL	\$4,000.00	\$3,076.90	\$3,076.90	\$4,000.00	\$4,000.00	-\$200.00
0468	MISC EXPENSE	\$100.00	\$0.00	\$0.00	\$100.00	\$100.00	\$0.00
0469	ANTICIPATED ANNUAL VEHICLE LOAN	\$9,600.00	\$6,026.94	\$6,026.94	\$9,600.00	\$9,600.00	\$0.00
0470	BAD DEBT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9000	TOTAL	688,772.35	707,724.24	707,724.24	707,724.24	707,724.24	707,724.24

Custom Budget Report

Expense

	2025	Init Req vs	2024
	Initial	Curr Bud Change \$	Budget
Dept: 1998 WATER DEPARTMENT			
0175 DWSRF 2009FR PRINCIPAL	4,785.00	0.00	4,785.00
0177 DWSRF 2007FS PRINCIPAL	32,661.00	0.00	32,661.00
0179 DWSRF 2009SR PRINCIPAL	1,484.00	0.00	1,484.00
0188 DWSRF 2009F PRINCIPAL	19,484.00	0.00	19,484.00
0190 DWSRF 10FS MIDLAND/BROOKS PRIN	12,742.00	0.00	12,742.00
0192 DWSRF 2012F PRINCIPAL	7,826.00	78.00	7,748.00
0193 DWSRF 2016FR UNION PRINCIPAL	21,000.00	-783.00	21,783.00
0194 DWSRF 2017F MANNING PRINCIPAL	12,270.00	121.00	12,149.00
0195 VEHICLE LOAN PRINCIPAL	7,673.00	337.00	7,336.00
0197 DWSRF 2008FR PRINCIPAL	81,833.00	0.00	81,833.00
0199 B H B & T PRINCIPAL	11,171.00	301.00	10,870.00
0201 DWSRF 15FFR PRINCIPAL	7,824.00	0.00	7,824.00
0202 DWSRF MAIN ST PRINCIPAL	60,000.00	60,000.00	0.00
0408 REG ASSESSMENT TAX	3,230.00	0.00	3,230.00
0410 DUES	1,650.00	0.00	1,650.00
0421 DWSRF 2009FR ADMIN FEES	240.00	0.00	240.00
0425 DWSRF 2009SR ADMIN FEES	75.00	0.00	75.00
0426 DWSRF 2017F MANNING INTEREST	2,036.00	-121.00	2,157.00
0427 DWSRF 17F MANNING ADMIN FEE	630.00	-21.00	651.00
0435 VEHICLE LOAN INTEREST	960.00	-337.00	1,297.00
0439 B H B & T INTEREST	634.00	-312.00	946.00
0440 DWSRF 2009F ADMIN FEES	975.00	0.00	975.00
0442 DWSRF 2012F INTEREST	1,629.00	-78.00	1,707.00
0445 DWSRF 2015 INTEREST TEMP ST	939.00	-79.00	1,018.00
0446 DWSRF 2016 UNION ST	2,791.00	-218.00	3,009.00
0447 DWSRF 2015FFR ADMIN FEE	370.00	-51.00	421.00
0448 DWSRF 2016FR ADMIN FEE	1,175.00	-65.00	1,240.00
0449 DWSRF MAIN ST INTEREST	10,000.00	10,000.00	0.00
5110 REGULAR WAGES	151,900.00	16,900.00	135,000.00
5115 OVERTIME WAGES	8,900.00	-300.00	9,200.00
5120 PAYROLL ON CALL STIPEND	2,600.00	0.00	2,600.00
6017 SHARE-CLERICAL WAGES	13,694.00	1,338.00	12,356.00
6018 SHARE-MANAGER WAGES	10,746.00	262.00	10,484.00
6019 SHARE-FIN DIR WAGES	18,389.00	2,081.00	16,308.00
6046 EMPLOYEE FRINGE BENEFITS-	77,300.00	12,300.00	65,000.00
6047 EMPLOYEE FRINGE BENEFITS	1,700.00	400.00	1,300.00
6048 EMPLOYEE BENEFITS	14,063.00	6,364.00	7,699.00
6151 PURCHASED POWER	28,000.00	1,000.00	27,000.00

Custom Budget Report

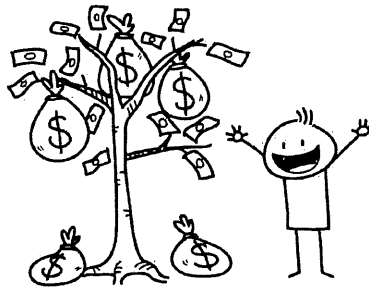
Expense

	2025	Init Req vs Curr Bud	2024
	Initial	Change \$	Budget
Dept: 1998 WATER DEPARTMENT CONT'D			
6202 MATERIALS & SUPPLY - OFFI	2,300.00	300.00	2,000.00
6204 CHEMICALS	28,000.00	-2,000.00	30,000.00
6205 MAT & SUP MAINTENANCE	25,000.00	2,000.00	23,000.00
6206 MAT & SUP OPERATION	18,000.00	8,000.00	10,000.00
6207 SUPPLIES/CUSTOMER ACCOUNT	6,600.00	-3,400.00	10,000.00
6208 MAT & SUP ADMIN & GEN	2,300.00	200.00	2,100.00
6209 MDOT WATER REPAIRS	200.00	0.00	200.00
6318 CONTRACT SVC/ENGINEER	7,500.00	0.00	7,500.00
6328 CONTRACT SVC/AUDIT/COMPUT	14,150.00	1,100.00	13,050.00
6351 CONTRACT SVC/WATER TREATM	18,000.00	0.00	18,000.00
6358 CONTRACT SVC/DISTRIBUTION	16,000.00	-2,000.00	18,000.00
6400 BUILDING MAINTENANCE & RE	400.00	-100.00	500.00
6506 TRANSPORTATION EXPENSE	3,800.00	-2,200.00	6,000.00
6598 INSURANCE-PROPERTY & CASU	4,900.00	500.00	4,400.00
6608 ADVERTISING-GEN ADMI	1,000.00	-200.00	1,200.00
6751 MISC EXP/S OF SUPPL (STAT	7,000.00	1,000.00	6,000.00
6755 TRAINING	500.00	-500.00	1,000.00
6757 HEATING FUEL	3,800.00	-200.00	4,000.00
6758 MISC EXPENSE	100.00	0.00	100.00
WATER DEPARTMENT	794,929.00	111,617.00	683,312.00
Expense Totals:	794,929.00	111,617.00	683,312.00

Custom Budget Report

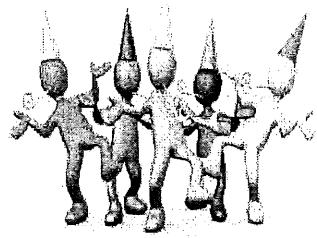
Revenue

	2025	Init Req vs Curr Bud	2024
	Initial	Change \$	Budget
Dept: 1998 WATER DEPARTMENT			
6080 INTEREST EARNED	3,000.00	-100.00	3,100.00
6090 MISCELLANEOUS REVENUE	100.00	0.00	100.00
6200 COMMERCIAL REVENUE	105,150.00	15,650.00	89,500.00
6300 RESIDENTIAL REVENUE	325,475.00	48,475.00	277,000.00
6400 HYDRANTS	234,000.00	27,263.00	206,737.00
6600 GOVERNMENTAL	28,200.00	4,200.00	24,000.00
6700 PUBLIC FIRE	33,480.00	4,980.00	28,500.00
9900 CITY CONTRIBUTION	0.00	-24,500.00	24,500.00
WATER DEPARTMENT	729,405.00	75,968.00	653,437.00
Revenue Totals:	729,405.00	75,968.00	653,437.00



FINANCE DEPARTMENT DECEMBER 2024

- Percentage through FY25: December = 50%
- Percentage through 2024: December = 100% (Water Dept)
- Outstanding Taxes as of December 31, 2024 (excludes interest):
 - Real Estate (Non-Liened): \$494,497.15
 - Real Estate (Liened): \$164,325.90
 - Personal Property: \$35,173.69
- Approximate (unreconciled) bank account balances as of the end of the month:
 - General Fund: \$ 1,737,070.32
 - Sewer Dept: \$ 121,729.41
 - Amb Dept: \$ 222,634.58
 - Water Dept: \$ 28,432.17
 - Line of Credit: \$ 0.00 (\$900,000 available to be drawn)
- Amounts Owed to General Fund from Other Depts:
 - NWSARAS: \$ 84,849.25 (November = \$ 67,450.83)
 - Sewer Dept: \$ 262,062.20 (November = \$ 271,550.04)
 - Ambulance: \$1,212,491.75 (November = \$1,069,793.21)
 - Water Dept: \$ 505,501.96 (November = \$ 422,566.52)
- FY25 Budget Notes:
 - Unleaded gasoline was budgeted for \$4.00/gallon. In December, we paid \$2.171/gallon.
 - Diesel fuel was budgeted for \$4.50/gallon. In December, we paid \$2.779/gallon.
- November Ambulance revenues have been included with this month's reports. December Ambulance revenues and collections through AMB were not available as of 1/7/2025.
- The Maine hourly minimum wage increased to \$14.65 per hour (up \$0.50) effective January 1st. This will affect call firefighters, part-time EMS personnel, Janitorial, Cemetery and Summer Rec employees. The FY25 budget was prepared using an estimated \$0.50 increase in minimum wage, so we should be able to remain within budget.
- The Maine Paid Family and Medical Leave program went into effect on 1/1/2025. This program requires that we deduct 0.5% from the eligible wages of each employee as well as make a matching City contribution of 0.5%. This expense was anticipated and is already included in the FY25 budget.



HAPPY ANNIVERSARY!

This City could not operate without its loyal and dedicated employees. In recognition of their service, below are the employees that have anniversaries during the month of January.

January

John "Jack" Lawless, Transfer Station – 13 years

Alec Bisson, Fire/EMS – 1 year

Alana Poirier, Fire/EMS – 1 year

Revenue Summary Report
DEPARTMENT(S): 0100 - 0670
DECEMBER

ACCOUNT	BUDGET NET	CURR MONTH NET	YTD NET	UNCOLL BALANCE
0100 - CITY	2,084,352.00	214,473.65	4,280,954.23	-2,196,602.23
0224 - 2024 TAXES	0.00	75,717.31	3,087,315.74	-3,087,315.74
0297 - BETE REIMBURSEMENT	0.00	10,349.00	10,349.00	-10,349.00
0298 - VETERAN'S EXEMPTION	0.00	0.00	2,239.00	-2,239.00
0300 - HOMESTEAD REIMBURSEMENT	0.00	0.00	212,058.94	-212,058.94
0301 - ADMINISTRATION	15,000.00	979.40	7,440.40	7,559.60
0314 - INTEREST COLLECTED	30,000.00	6,554.99	13,827.10	16,172.90
0315 - INTEREST EARNED	57,000.00	6,761.34	32,102.46	24,897.54
0316 - MISC REVENUE	2,000.00	0.00	208.00	1,792.00
0317 - SALE OF CITY PROPERTY	1,000.00	0.00	0.00	1,000.00
0318 - EXCISE TAX	623,500.00	37,917.61	302,379.26	321,120.74
0323 - TREE GROWTH	35,000.00	0.00	50,076.38	-15,076.38
0324 - WATER DEPT REIMBURSEMENT	55,300.00	9,436.71	28,310.13	26,989.87
0329 - LOAN ADMINISTRATION	1,500.00	0.00	0.00	1,500.00
0330 - BOAT EXCISE	2,700.00	0.00	792.00	1,908.00
0335 - CODE ENFORCEMENT REVENUE	7,500.00	620.00	2,434.60	5,065.40
0369 - EMS ADMINISTRATION REVENU	76,100.00	6,691.83	38,447.49	37,652.51
0390 - MOTOR VEHICLE AGENT FEES	6,100.00	328.00	2,737.00	3,363.00
3540 - STATE REVENUE SHARING	780,229.00	59,117.46	454,090.33	326,138.67
3555 - PAYMENTS IN LIEU OF TAXES	35,000.00	0.00	36,146.40	-1,146.40
3955 - USE OF FUND BALANCE	356,423.00	0.00	0.00	356,423.00
0130 - CITY CLERK	11,900.00	1,291.86	1,795.84	10,104.16
0319 - GENERAL ASSIST REIMBURSE	11,900.00	1,291.86	1,795.84	10,104.16
0191 - PUBLIC BUILDINGS - NORTH	15,000.00	1,250.00	8,750.00	6,250.00
0303 - SCHOOL BUS STORAGE	15,000.00	1,250.00	8,750.00	6,250.00
0220 - LIBRARY	7,500.00	355.10	2,045.84	5,454.16
0360 - LIBRARY-TRUST FUNDS	3,500.00	0.00	0.00	3,500.00
0363 - LIBRARY FINES/DONATIONS/F	2,000.00	264.10	1,093.84	906.16
0365 - LIBRARY NON RESIDENT FEES	2,000.00	91.00	952.00	1,048.00
0230 - RECREATION	91,000.00	3,470.00	35,157.00	55,843.00
0302 - RECREATION LAND LEASE	6,000.00	500.00	3,000.00	3,000.00
0321 - RECREATION PROGRAM INCOME	85,000.00	2,970.00	32,157.00	52,843.00
0240 - SUBSIDIES & DONATIONS	500.00	0.00	0.00	500.00
0322 - SNOWMOBILE REIMBURSEMENT	500.00	0.00	0.00	500.00
0310 - POLICE	350.00	5.00	245.00	105.00
0307 - POLICE-ACCIDENT REPORTS	200.00	0.00	160.00	40.00
0309 - POLICE-MISCELLANEOUS	150.00	5.00	85.00	65.00
0320 - FIRE	1,000.00	0.00	0.00	1,000.00
0368 - FIRE REVENUE	1,000.00	0.00	0.00	1,000.00
0410 - PUBLIC WORKS	54,600.00	8,772.56	24,878.90	29,721.10
0310 - PUBLIC WORKS	3,500.00	4,813.42	4,813.42	-1,313.42
0325 - PW MECHANIC AMBULANCE	51,100.00	3,959.14	20,065.48	31,034.52
0470 - TRANSFER STATION	37,000.00	1,133.50	14,697.00	22,303.00
0353 - PAY BY THE BAG	28,500.00	865.50	12,728.00	15,772.00
0354 - SALE OF RECYCLABLE GOODS	3,500.00	0.00	0.00	3,500.00
0355 - LANDFILL FEES	5,000.00	268.00	1,969.00	3,031.00
0480 - CEMETERY	14,000.00	600.00	4,297.00	9,703.00
0312 - CEMETERY	7,000.00	600.00	4,000.00	3,000.00
0313 - PERPETUAL CARE	4,000.00	0.00	0.00	4,000.00

Revenue Summary Report

DEPARTMENT(S): 0100 - 0670
DECEMBER

ACCOUNT	BUDGET NET	CURR MONTH NET	YTD NET	UNCOLL BALANCE
0480 - CEMETERY CONT'D				
0380 - WASHINGTON CTY CREMATORY	3,000.00	0.00	297.00	2,703.00
0650 - CAPITAL PROJECTS	40,000.00	48,792.00	48,792.00	-8,792.00
0326 - STATE HIGHWAY GRANT	40,000.00	48,792.00	48,792.00	-8,792.00
Final Totals	2,357,202.00	280,143.67	4,421,612.81	-2,064,410.81

Revenue Summary Report
DEPARTMENT(S): 6000 - 8000
DECEMBER

ACCOUNT	BUDGET NET	CURR MONTH NET	YTD NET	UNCOLL BALANCE	PCT COLL
6000 - NWSARAS AMBULANCE	239,500.00	33,216.54	132,362.89	107,137.11	55.27
8505 - MAINECARE REVENUE	50,000.00	0.00	21,602.10	28,397.90	43.20
8515 - MEDICARE REVENUE	95,000.00	0.00	29,437.40	65,562.60	30.99
8525 - SELF-PAY REVENUE	12,000.00	-111.25	3,414.22	8,585.78	28.45
8530 - COMMERCIAL INSURANCE REVENUE	82,000.00	0.00	10,793.25	71,206.75	13.16
8550 - INTEREST INCOME	500.00	161.54	783.42	-283.42	156.68
8595 - DANFORTH OPERATING REVENUE	0.00	33,166.25	66,332.50	-66,332.50	----
7000 - WASTEWATER TREATMENT PLAN	933,000.00	200,830.59	278,612.36	654,387.64	29.86
7640 - WWTP RESIDENTIAL REVENUE	630,000.00	144,811.38	294,317.83	335,682.17	46.72
7641 - WWTP COMMERCIAL REVENUE	235,000.00	47,748.00	103,031.88	131,968.12	43.84
7642 - WWTP GOVERNMENTAL REVENUE	19,000.00	4,972.02	8,646.54	10,353.46	45.51
7700 - WWTP GRANT REVENUE	0.00	0.00	-145,265.47	145,265.47	----
7710 - WWTP INTEREST INCOME	18,000.00	818.94	4,432.03	13,567.97	24.62
7730 - WWTP MISCELLANEOUS INCOME	18,000.00	1,350.00	9,349.50	8,650.50	51.94
7740 - WWTP LIEN COSTS REVENUE	13,000.00	1,130.25	4,100.05	8,899.95	31.54
8000 - AMBULANCE	1,896,624.00	4,061.21	868,299.31	1,028,324.69	45.78
8505 - MAINECARE REVENUE	456,000.00	0.00	198,523.70	257,476.30	43.54
8515 - MEDICARE REVENUE	640,000.00	0.00	422,664.65	217,335.35	66.04
8525 - SELF-PAY REVENUE	104,000.00	278.25	48,824.21	55,175.79	46.95
8530 - COMMERCIAL INSURANCE REVENUE	652,000.00	-1,370.24	177,227.96	474,772.04	27.18
8540 - MISCELLANEOUS INCOME	1,000.00	0.00	4.42	995.58	0.44
8545 - DANFORTH STIPEND INCOME	13,500.00	3,375.00	6,750.00	6,750.00	50.00
8550 - INTEREST INCOME	5,000.00	795.53	5,438.35	-438.35	108.77
8575 - BARING STIPEND INCOME	5,302.00	0.00	0.00	5,302.00	0.00
8585 - TOPSFIELD STIPEND INCOME	5,060.00	0.00	0.00	5,060.00	0.00
8590 - VANCEBORO STIPEND INCOME	2,970.00	0.00	2,970.00	0.00	100.00
8596 - ROBBINSTON STIPEND INCOME	11,792.00	982.67	5,896.02	5,895.98	50.00
Final Totals	3,069,124.00	238,108.34	1,279,274.56	1,789,849.44	41.68

Revenue Summary Report

DEPARTMENT(S): ALL
DECEMBER

ACCOUNT	BUDGET NET	CURR MONTH NET	YTD NET	UNCOLL BALANCE	PCT COLL
1998 - WATER DEPARTMENT	653,437.00	142,131.07	734,041.41	-80,604.41	112.34
6080 - INTEREST EARNED	3,100.00	219.95	4,046.57	-946.57	130.53
6090 - MISCELLANEOUS REVENUE	100.00	0.00	1,022.48	-922.48	999.99
6095 - COLLECTIONS REVENUE	0.00	0.00	50.00	-50.00	----
6200 - COMMERCIAL REVENUE	89,500.00	19,714.59	81,545.80	7,954.20	91.11
6300 - RESIDENTIAL REVENUE	277,000.00	65,879.51	267,493.71	9,506.29	96.57
6400 - HYDRANTS	206,737.00	51,684.25	206,737.00	0.00	100.00
6600 - GOVERNMENTAL	24,000.00	4,632.77	21,550.06	2,449.94	89.79
6700 - PUBLIC FIRE	28,500.00	0.00	28,806.12	-306.12	101.07
7825 - WRITE OFFS	0.00	0.00	0.00	0.00	----
7826 - SMALL CLAIMS WRITE OFFS	0.00	0.00	0.00	0.00	----
8000 - GRANT REVENUE	0.00	0.00	122,789.67	-122,789.67	----
9900 - CITY CONTRIBUTION	24,500.00	0.00	0.00	24,500.00	0.00
Final Totals	653,437.00	142,131.07	734,041.41	-80,604.41	112.34

Expense Summary Report

ALL Departments
DECEMBER

ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
0110 - COUNCIL	15,674.00	2,712.80	9,720.10	5,953.90	62.01
5200 - FICA/UC/WC	772.00	192.80	385.60	386.40	49.95
5210 - DUES/SUBSCR	4,822.00	0.00	4,294.50	527.50	89.06
6460 - COUNCIL QTRL	10,080.00	2,520.00	5,040.00	5,040.00	50.00
0120 - MANAGER	97,950.00	9,994.20	47,544.15	50,405.85	48.54
5110 - REGULAR P/R	69,900.00	6,720.00	36,288.00	33,612.00	51.91
5200 - FICA/UC/WC	8,100.00	672.65	2,974.90	5,125.10	36.73
5201 - LIFE/RETIRE	9,200.00	824.79	4,670.37	4,529.63	50.76
5202 - HLTH/DENT/IP	4,000.00	1,500.00	1,905.65	2,094.35	47.64
5210 - DUES/SUBSCR	50.00	0.00	0.00	50.00	0.00
6050 - TRAVEL	4,000.00	276.76	1,567.26	2,432.74	39.18
6470 - ED/TRAINING	700.00	0.00	50.00	650.00	7.14
6595 - PROMO ACTIV	2,000.00	0.00	87.97	1,912.03	4.40
0130 - CITY CLERK	112,700.00	8,818.70	52,286.09	60,413.91	46.39
5110 - REGULAR P/R	53,400.00	5,134.01	27,578.83	25,821.17	51.65
5115 - OVERTIME P/R	1,000.00	0.00	0.00	1,000.00	0.00
5120 - PARTTIME P/R	1,000.00	0.00	765.00	235.00	76.50
5200 - FICA/UC/WC	4,800.00	375.59	1,933.86	2,866.14	40.29
5201 - LIFE/RETIRE	5,950.00	530.75	2,946.22	3,003.78	49.52
5202 - HLTH/DENT/IP	28,200.00	2,287.10	14,032.50	14,167.50	49.76
5210 - DUES/SUBSCR	100.00	30.00	60.00	40.00	60.00
6050 - TRAVEL	850.00	179.25	387.75	462.25	45.62
6470 - ED/TRAINING	400.00	0.00	45.00	355.00	11.25
6580 - CTY GA ORDRS	17,000.00	282.00	4,536.93	12,463.07	26.69
0140 - FINANCE DEPA	218,315.00	21,474.71	114,377.70	103,937.30	52.39
5110 - REGULAR P/R	148,500.00	14,180.03	73,598.76	74,901.24	49.56
5200 - FICA/UC/WC	13,500.00	1,125.01	5,263.50	8,236.50	38.99
5201 - LIFE/RETIRE	15,700.00	1,422.80	7,649.21	8,050.79	48.72
5202 - HLTH/DENT/IP	25,700.00	4,203.47	14,635.24	11,064.76	56.95
5210 - DUES/SUBSCR	490.00	135.00	484.00	6.00	98.78
6050 - TRAVEL	1,000.00	158.40	158.40	841.60	15.84
6470 - ED/TRAINING	600.00	250.00	370.00	230.00	61.67
6515 - AUDIT/CONSLT	12,825.00	0.00	12,218.59	606.41	95.27
0150 - LEGAL SERVIC	25,000.00	2,082.12	18,076.36	6,923.64	72.31
6120 - LEGAL FEES	25,000.00	2,082.12	18,076.36	6,923.64	72.31
0160 - ASSESSING	114,560.00	13,421.70	60,197.74	54,362.26	52.55
5110 - REGULAR P/R	64,350.00	6,188.00	33,356.02	30,993.98	51.84
5200 - FICA/UC/WC	7,200.00	642.50	3,085.74	4,114.26	42.86
5201 - LIFE/RETIRE	7,000.00	890.10	4,569.68	2,430.32	65.28
5202 - HLTH/DENT/IP	28,400.00	2,287.10	14,096.15	14,303.85	49.63
5210 - DUES/SUBSCR	410.00	240.00	325.00	85.00	79.27

Expense Summary Report

ALL Departments
DECEMBER

ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
0160 - ASSESSING CONT'D					
5875 - MISC EXPENSE	500.00	0.00	55.76	444.24	11.15
6050 - TRAVEL	1,500.00	174.00	1,709.39	-209.39	113.96
6470 - ED/TRAINING	1,500.00	0.00	0.00	1,500.00	0.00
6505 - MAPPING	3,700.00	3,000.00	3,000.00	700.00	81.08
0187 - CITY BLDG-GE	105,020.00	5,274.43	59,310.21	45,709.79	56.48
5310 - WATER	600.00	0.00	126.23	473.77	21.04
5320 - ELECTRICITY	3,600.00	454.58	1,127.36	2,472.64	31.32
5330 - HEATING FUEL	6,500.00	687.21	984.25	5,515.75	15.14
5340 - TELEPHONE	4,620.00	421.30	2,227.64	2,392.36	48.22
5370 - SEWER FEES	650.00	0.00	124.56	525.44	19.16
5610 - OFFICE EQUIP	6,000.00	186.30	1,836.60	4,163.40	30.61
5615 - COMPTR MAINT	6,800.00	0.00	3,400.00	3,400.00	50.00
5810 - OFFICE SUPP	14,000.00	1,955.38	9,271.28	4,728.72	66.22
5820 - JANITOR SUPP	500.00	0.00	42.37	457.63	8.47
5920 - BLDG MAINT	2,500.00	0.00	750.75	1,749.25	30.03
6410 - POSTAGE	14,000.00	499.31	6,717.98	7,282.02	47.99
6415 - ADVERTISING	7,000.00	88.48	1,791.46	5,208.54	25.59
6465 - SVC MNT CONT	38,250.00	981.87	30,909.73	7,340.27	80.81
0189 - ST CROIX	5,020.00	337.42	1,123.85	3,896.15	22.39
5310 - WATER	270.00	0.00	57.42	212.58	21.27
5320 - ELECTRICITY	950.00	90.28	175.70	774.30	18.49
5330 - HEATING FUEL	2,800.00	247.14	323.31	2,476.69	11.55
5370 - SEWER FEES	500.00	0.00	124.56	375.44	24.91
5920 - BLDG MAINT	500.00	0.00	442.86	57.14	88.57
0191 - PUBLIC BUILD	58,300.00	7,640.51	17,515.57	40,784.43	30.04
5310 - WATER	1,650.00	0.00	298.41	1,351.59	18.09
5320 - ELECTRICITY	10,500.00	1,720.93	3,692.13	6,807.87	35.16
5330 - HEATING FUEL	15,000.00	1,086.00	2,193.29	12,806.71	14.62
5340 - TELEPHONE	6,650.00	537.76	3,224.72	3,425.28	48.49
5370 - SEWER FEES	4,500.00	0.00	882.30	3,617.70	19.61
5920 - BLDG MAINT	20,000.00	4,295.82	7,224.72	12,775.28	36.12
0220 - LIBRARY	196,140.00	16,690.74	96,926.35	99,213.65	49.42
5110 - REGULAR P/R	48,050.00	4,620.00	24,904.01	23,145.99	51.83
5115 - OVERTIME P/R	700.00	0.00	0.00	700.00	0.00
5120 - PARTTIME P/R	81,125.00	6,604.67	39,982.09	41,142.91	49.28
5200 - FICA/UC/WC	12,800.00	871.02	4,840.66	7,959.34	37.82
5201 - LIFE/RETIRE	5,300.00	479.40	2,671.10	2,628.90	50.40
5202 - HLTH/DENT/IP	11,000.00	858.78	5,431.58	5,568.42	49.38
5210 - DUES/SUBSCRIP	925.00	0.00	239.00	686.00	25.84
5310 - WATER	270.00	0.00	57.42	212.58	21.27
5320 - ELECTRICITY	3,500.00	531.35	1,212.79	2,287.21	34.65

Expense Summary Report

ALL Departments
DECEMBER

ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
0220 - LIBRARY CONT'D					
5330 - HEATING FUEL	7,000.00	738.92	1,178.30	5,821.70	16.83
5340 - TELEPHONE	1,920.00	149.39	897.36	1,022.64	46.74
5370 - SEWER FEES	500.00	0.00	124.56	375.44	24.91
5610 - OFFICE EQUIP	2,000.00	62.12	666.72	1,333.28	33.34
5810 - OFFICE SUPP	3,500.00	227.01	1,165.62	2,334.38	33.30
5815 - TECHNOLOGY	4,300.00	0.00	4,600.00	-300.00	106.98
5820 - JANITOR SUPP	1,000.00	205.51	634.02	365.98	63.40
5920 - BLDG MAINT	1,800.00	131.95	1,170.29	629.71	65.02
6050 - TRAVEL	950.00	0.00	0.00	950.00	0.00
6410 - POSTAGE	1,500.00	57.08	163.57	1,336.43	10.90
6430 - BOOKS/LIT	4,500.00	926.26	3,908.07	591.93	86.85
6431 - BOOKS-TR FND	3,500.00	227.28	3,079.19	420.81	87.98
0230 - RECREATION	330,370.00	18,705.36	159,543.50	170,826.50	48.29
5110 - REGULAR P/R	55,800.00	5,082.00	27,394.40	28,405.60	49.09
5120 - PARTTIME P/R	111,200.00	1,305.00	74,852.81	36,347.19	67.31
5200 - FICA/UC/WC	22,800.00	441.53	7,481.06	15,318.94	32.81
5201 - LIFE/RETIRE	5,800.00	503.10	2,791.45	3,008.55	48.13
5202 - HLTH/DENT/IP	23,100.00	1,753.55	11,283.80	11,816.20	48.85
5210 - DUES/SUBSCRIP	145.00	0.00	0.00	145.00	0.00
5310 - WATER	3,200.00	0.00	1,494.27	1,705.73	46.70
5320 - ELECTRICITY	8,300.00	656.83	3,405.20	4,894.80	41.03
5330 - HEATING FUEL	4,500.00	349.16	658.44	3,841.56	14.63
5340 - TELEPHONE	2,400.00	246.34	1,555.61	844.39	64.82
5370 - SEWER FEES	1,650.00	0.00	311.40	1,338.60	18.87
5510 - FUEL/OIL/LUB	2,350.00	65.17	654.15	1,695.85	27.84
5555 - EQP/SITE MNT	6,000.00	0.00	0.00	6,000.00	0.00
5560 - VEH MAINT	1,000.00	0.00	0.00	1,000.00	0.00
5820 - JANITOR SUPP	800.00	207.64	629.88	170.12	78.74
5910 - POOL CHEMLS	5,000.00	0.00	2,723.94	2,276.06	54.48
5920 - BLDG MAINT	4,000.00	0.00	891.00	3,109.00	22.28
5930 - GROUNDS MNT	7,500.00	15.29	3,156.01	4,343.99	42.08
6050 - TRAVEL	1,100.00	0.00	103.71	996.29	9.43
6470 - ED/TRAINING	300.00	0.00	0.00	300.00	0.00
6620 - PROGRAM	60,500.00	7,525.06	19,043.33	41,456.67	31.48
7311 - WATER RC-CTR	600.00	0.00	126.23	473.77	21.04
7321 - ELEC REC-CTR	2,325.00	554.69	986.81	1,338.19	42.44
0240 - SUBSIDIES &	17,400.00	3,800.00	16,900.00	500.00	97.13
6621 - INT FESTIVAL	1,500.00	0.00	1,500.00	0.00	100.00
6622 - DONATIONS	1,000.00	1,000.00	1,000.00	0.00	100.00
6623 - CDRC	4,600.00	0.00	4,600.00	0.00	100.00
6624 - PRTON AIRPRT	7,000.00	0.00	7,000.00	0.00	100.00
6625 - LIFEFLIGHT	800.00	800.00	800.00	0.00	100.00

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ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
0240 - SUBSIDIES & CONT'D					
6626 - WIC	2,000.00	2,000.00	2,000.00	0.00	100.00
6627 - SNOWMO REIMB	500.00	0.00	0.00	500.00	0.00
0310 - POLICE					
5110 - REGULAR P/R	378,600.00	19,004.01	121,276.35	257,323.65	32.03
5115 - OVERTIME P/R	30,000.00	2,972.26	18,098.91	11,901.09	60.33
5120 - PARTTIME P/R	15,000.00	650.00	1,650.00	13,350.00	11.00
5130 - HOL/SICK WAG	20,000.00	1,078.20	2,697.00	17,303.00	13.49
5165 - JANITOR P/R	8,075.00	775.00	4,242.00	3,833.00	52.53
5200 - FICA/UC/WC	55,800.00	1,990.52	11,072.35	44,727.65	19.84
5201 - LIFE/RETIRE	42,800.00	1,927.71	12,992.58	29,807.42	30.36
5202 - HLTH/DENT/IP	124,200.00	5,189.38	29,298.10	94,901.90	23.59
5210 - DUES/SUBSCRIP	200.00	0.00	250.00	-50.00	125.00
5340 - TELEPHONE	2,650.00	304.59	843.10	1,806.90	31.82
5510 - FUEL/OIL/LUB	20,000.00	882.74	5,663.06	14,336.94	28.32
5560 - VEH MAINT	5,200.00	47.33	997.85	4,202.15	19.19
5710 - EQUIPMENT	4,450.00	259.32	4,665.44	-215.44	104.84
5715 - AMMUNITION	3,300.00	0.00	2,208.47	1,091.53	66.92
5750 - RADIO/REPAIR	500.00	0.00	0.00	500.00	0.00
5800 - EQUIP LEASE	2,000.00	74.45	1,146.70	853.30	57.34
5810 - OFFICE SUPP	1,700.00	52.53	311.01	1,388.99	18.29
5820 - JANITOR SUPP	400.00	0.00	222.11	177.89	55.53
6050 - TRAVEL	1,000.00	0.00	53.00	947.00	5.30
6420 - CLTH-UNIFORM	2,300.00	0.00	1,075.27	1,224.73	46.75
6470 - ED/TRAINING	4,250.00	107.95	2,260.61	1,989.39	53.19
6545 - CRIM INVSTG	300.00	0.00	0.00	300.00	0.00
8120 - P/R-DOG CTRL	5,200.00	500.00	3,041.76	2,158.24	58.50
0320 - FIRE					
5110 - REGULAR P/R	177,000.00	17,393.83	90,484.85	86,515.15	51.12
5115 - OVERTIME P/R	68,000.00	7,008.39	46,317.81	21,682.19	68.11
5130 - HOL/SICK WAG	10,400.00	441.80	844.80	9,555.20	8.12
5140 - CALL FIRE	80,000.00	6,085.97	34,027.80	45,972.20	42.53
5200 - FICA/UC/WC	46,500.00	2,188.83	11,453.07	35,046.93	24.63
5201 - LIFE/RETIRE	24,750.00	2,551.42	14,909.80	9,840.20	60.24
5202 - HLTH/DENT/IP	80,000.00	6,411.89	39,667.37	40,332.63	49.58
5320 - ELECTRICITY	550.00	91.26	193.83	356.17	35.24
5330 - HEATING FUEL	2,500.00	0.00	0.00	2,500.00	0.00
5340 - TELEPHONE	1,200.00	97.22	583.32	616.68	48.61
5404 - SCBA MAINT	6,500.00	0.00	1,584.09	4,915.91	24.37
5510 - FUEL/OIL/LUB	4,725.00	396.00	2,835.35	1,889.65	60.01
5560 - VEH MAINT	10,000.00	1,575.89	11,910.03	-1,910.03	119.10
5750 - RADIO/REPAIR	2,500.00	0.00	1,430.72	1,069.28	57.23
5810 - OFFICE SUPP	300.00	183.26	248.13	51.87	82.71

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ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
0320 - FIRE CONT'D					
5840 - LT EQP/TOOLS	4,500.00	139.20	6,416.26	-1,916.26	142.58
5870 - MISC. SUPPL	2,500.00	29.56	1,348.97	1,151.03	53.96
5920 - BLDG MAINT	750.00	1.19	60.70	689.30	8.09
6050 - TRAVEL	500.00	0.00	37.10	462.90	7.42
6412 - SAFETY EQUIP	12,000.00	308.89	6,365.19	5,634.81	53.04
6420 - CLTH-UNIFORM	1,500.00	106.93	809.29	690.71	53.95
6425 - LAUNDRY SUPP	500.00	0.00	85.29	414.71	17.06
6470 - ED/TRAINING	4,400.00	195.00	355.00	4,045.00	8.07
6605 - FIRE PREVENT	1,500.00	0.00	1,447.50	52.50	96.50
0350 - STREET & TRA					
5320 - ELECTRICITY	65,000.00	10,639.43	24,063.90	40,936.10	37.02
5940 - ST LITE MNT	3,300.00	0.00	3,620.18	-320.18	109.70
6440 - TRAFFIC LTS	2,950.00	212.25	1,050.64	1,899.36	35.61
0410 - PUBLIC WORKS					
5110 - REGULAR P/R	331,000.00	33,174.62	151,523.03	179,476.97	45.78
5114 - MECH O-TIME	1,000.00	0.00	114.98	885.02	11.50
5116 - SUM MNT O/T	6,000.00	0.00	3,869.59	2,130.41	64.49
5117 - WIN MNT O/T	33,600.00	10,988.57	11,655.48	21,944.52	34.69
5120 - PARTTIME P/R	29,150.00	3,114.76	15,425.48	13,724.52	52.92
5200 - FICA/UC/WC	59,500.00	3,667.54	13,514.29	45,985.71	22.71
5201 - LIFE/RETIRE	33,800.00	3,165.80	15,771.49	18,028.51	46.66
5202 - HLTH/DENT/IP	119,800.00	7,246.78	43,378.18	76,421.82	36.21
5210 - DUES/SUBSCRIP	250.00	0.00	0.00	250.00	0.00
5340 - TELEPHONE	1,050.00	73.44	440.49	609.51	41.95
5510 - FUEL/OIL/LUB	65,525.00	3,759.81	13,131.17	52,393.83	20.04
5520 - TOOLS	1,500.00	44.96	206.79	1,293.21	13.79
5530 - TIRES/TUBES	7,500.00	0.00	466.64	7,033.36	6.22
5550 - OS PARTS/LBR	35,000.00	1,349.59	18,692.66	16,307.34	53.41
5810 - OFFICE SUPP	400.00	0.00	75.00	325.00	18.75
5817 - ROAD PAINT	4,000.00	0.00	222.86	3,777.14	5.57
5820 - JANITOR SUPP	800.00	21.59	86.32	713.68	10.79
6050 - TRAVEL	1,000.00	0.00	986.66	13.34	98.67
6420 - CLTH-UNIFORM	5,800.00	229.98	2,415.64	3,384.36	41.65
6470 - ED/TRAINING	1,000.00	0.00	975.00	25.00	97.50
6576 - TREE REMOVAL	2,000.00	0.00	0.00	2,000.00	0.00
6577 - TREE PLT/MNT	500.00	0.00	0.00	500.00	0.00
6774 - SWEEPER MATL	6,000.00	0.00	0.00	6,000.00	0.00
6775 - SIGNS	2,000.00	0.00	605.14	1,394.86	30.26
6865 - CULVRTS/PIPE	3,500.00	0.00	307.54	3,192.46	8.79
6871 - SUM-RD MATL	13,000.00	0.00	13,153.71	-153.71	101.18
6872 - SUM-CON MATL	5,000.00	0.00	75.00	4,925.00	1.50
6873 - SUM EQP/SUPP	1,800.00	31.49	559.23	1,240.77	31.07

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ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
0410 - PUBLIC WORKS CONT'D					
7570 - WIN SLT/SAND	59,100.00	0.00	30,781.63	28,318.37	52.08
7720 - WIN EQP/SUPP	8,500.00	3,356.40	3,374.30	5,125.70	39.70
8720 - DWNTN-EQ/SUP	8,600.00	795.11	7,146.05	1,453.95	83.09
0470 - TRANSFER STA	122,250.00	7,425.56	70,919.81	51,330.19	58.01
5115 - OVERTIME P/R	1,500.00	0.00	619.32	880.68	41.29
5120 - PARTTIME P/R	27,500.00	2,376.00	13,976.00	13,524.00	50.82
5200 - FICA/UC/WC	4,400.00	181.72	1,114.66	3,285.34	25.33
5510 - FUEL/OIL/LUB	1,500.00	0.00	581.94	918.06	38.80
5555 - EQP/SITE MNT	3,000.00	462.10	1,785.58	1,214.42	59.52
5812 - STCKERS/BAGS	2,600.00	0.00	2,264.47	335.53	87.10
5891 - WGD/TIRE REM	6,500.00	0.00	2,634.00	3,866.00	40.52
5892 - ENVIR MONIT	2,000.00	0.00	0.00	2,000.00	0.00
5894 - TIPPING FEES	39,000.00	3,785.74	16,156.84	22,843.16	41.43
5896 - TRANSP FEES	22,000.00	520.00	10,370.00	11,630.00	47.14
5897 - CONTAIN RENT	2,000.00	100.00	600.00	1,400.00	30.00
5898 - LIC / FEES	800.00	0.00	442.00	358.00	55.25
6470 - ED/TRAINING	150.00	0.00	0.00	150.00	0.00
6560 - CONTRACT SVC	1,800.00	0.00	700.00	1,100.00	38.89
6561 - PROF SVCES	1,500.00	0.00	175.00	1,325.00	11.67
6567 - CHIPPING PGM	6,000.00	0.00	19,500.00	-13,500.00	325.00
0480 - CEMETERY	158,045.00	1,902.49	90,161.24	67,883.76	57.05
5110 - REGULAR P/R	32,300.00	0.00	21,448.40	10,851.60	66.40
5115 - OVERTIME P/R	2,000.00	0.00	1,153.27	846.73	57.66
5120 - PARTTIME P/R	62,500.00	0.00	35,920.90	26,579.10	57.47
5200 - FICA/UC/WC	14,950.00	0.00	4,326.61	10,623.39	28.94
5202 - HLTH/DENT/IP	13,400.00	1,879.10	11,596.84	1,803.16	86.54
5340 - TELEPHONE	420.00	23.39	140.39	279.61	33.43
5405 - ROAD REPAIR	1,275.00	0.00	0.00	1,275.00	0.00
5510 - FUEL/OIL/LUB	3,100.00	0.00	919.57	2,180.43	29.66
5555 - EQP/SITE MNT	3,000.00	0.00	1,057.41	1,942.59	35.25
5840 - LT EQP/TOOLS	4,500.00	0.00	437.85	4,062.15	9.73
5865 - FLAGS	1,100.00	0.00	0.00	1,100.00	0.00
5888 - LOAM	1,200.00	0.00	1,200.00	0.00	100.00
5895 - SEED/FERTILZ	900.00	0.00	100.00	800.00	11.11
5920 - BLDG MAINT	300.00	0.00	0.00	300.00	0.00
6560 - CONTRACT SVC	17,100.00	0.00	11,860.00	5,240.00	69.36
0500 - COUNTY TAX	378,348.00	0.00	378,348.00	0.00	100.00
6590 - COUNTY TAX	378,348.00	0.00	378,348.00	0.00	100.00
0550 - MISCELLANEOU	267,800.00	166.09	69,201.67	198,598.33	25.84
5203 - FLEX SPEND	5,300.00	122.10	1,485.50	3,814.50	28.03
5311 - HYDRANTS	240,000.00	0.00	51,684.25	188,315.75	21.54

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ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
0550 - MISCELLANEOU CONT'D					
5800 - EQUIP LEASE	2,400.00	0.00	0.00	2,400.00	0.00
5818 - SFTY-HEPVACC	100.00	0.00	0.00	100.00	0.00
5848 - PRKLOT LEASE	600.00	0.00	552.00	48.00	92.00
5855 - DRG/ALC TEST	3,400.00	43.99	479.92	2,920.08	14.12
5860 - PAWS CONTR	15,000.00	0.00	15,000.00	0.00	100.00
6000 - LOC INT EXP	1,000.00	0.00	0.00	1,000.00	0.00
0600 - EMPLOYEE BEN					
6201 - WORKERS COMP	0.00	23,486.00	49,033.70	-49,033.70	----
6211 - UNEMPL COMP	0.00	0.00	11,650.00	-11,650.00	----
0610 - INSURANCE					
6216 - PRP/CASUALTY	102,000.00	24,027.40	102,544.60	-544.60	100.53
0640 - CONTINGENCY					
6615 - MISC CONTING	15,000.00	3,288.98	9,309.35	5,690.65	62.06
0650 - CAP PROJ					
1040 - FB-PW CIP	26,900.00	0.00	26,900.00	0.00	100.00
1050 - FB-ADMIN CIP	50,000.00	0.00	0.00	50,000.00	0.00
5462 - PW TRUCK PR	27,880.00	0.00	0.00	27,880.00	0.00
5463 - PW TRUCK INT	4,539.00	0.00	0.00	4,539.00	0.00
5464 - PW TK PR #2	40,935.00	3,096.75	18,305.42	22,629.58	44.72
5465 - PW TK IN #2	12,050.00	828.60	5,246.68	6,803.32	43.54
5478 - BITUM RESURF	40,000.00	0.00	40,000.00	0.00	100.00
0670 - SCHOOL					
4510 - CITY SCH APP	1,211,792.00	100,982.67	605,896.02	605,895.98	50.00
4512 - ADDL LCL APP	211,674.00	17,639.50	105,837.00	105,837.00	50.00
6628 - ADULT EDU	10,000.00	0.00	10,000.00	0.00	100.00
3000 - ECON DEV LN					
5120 - PARTTIME P/R	0.00	0.00	3,200.00	-3,200.00	----
5200 - FICA/UC/WC	0.00	0.00	244.80	-244.80	----
6585 - ECON DEVELOP	0.00	6,566.33	45,984.53	-45,984.53	----
5000 - DOWNTOWN TIF					
4000 - PROJECT EXP	0.00	82.60	45,446.87	-45,446.87	----
4100 - DEVELOP EXP	0.00	0.00	20,058.00	-20,058.00	----
6000 - NWSARAS AMB					
5115 - OVERTIME P/R	3,300.00	0.00	760.30	2,539.70	23.04
5120 - PARTTIME P/R	54,000.00	4,639.02	30,406.39	23,593.61	56.31
5150 - ON CALL PAY	130,810.00	10,081.76	53,405.41	77,404.59	40.83
5200 - FICA/UC/WC	27,000.00	1,126.14	6,461.65	20,538.35	23.93
5210 - DUES/SUBSCRIP	700.00	0.00	0.00	700.00	0.00

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ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
6000 - NWSARAS AMB CONT'D					
5340 - TELEPHONE	1,200.00	174.41	560.86	639.14	46.74
5510 - FUEL/OIL/LUB	7,000.00	271.58	3,040.21	3,959.79	43.43
5530 - TIRES/TUBES	1,200.00	0.00	0.00	1,200.00	0.00
5560 - VEH MAINT	2,000.00	0.00	761.89	1,238.11	38.09
5750 - RADIO/REPAIR	1,000.00	0.00	361.37	638.63	36.14
5810 - OFFICE SUPP	800.00	0.00	611.64	188.36	76.46
5820 - JANITOR SUPP	150.00	0.00	112.93	37.07	75.29
5842 - OXYGEN SUPP	1,000.00	61.10	105.16	894.84	10.52
5844 - PHARMCY SUPP	500.00	25.14	34.03	465.97	6.81
5846 - SUPP-MEDIC.	4,000.00	628.37	3,220.61	779.39	80.52
5852 - MED SCREEN	360.00	0.00	0.00	360.00	0.00
5855 - DRG/ALC TEST	220.00	0.00	175.96	44.04	79.98
5898 - LIC / FEES	370.00	0.00	0.00	370.00	0.00
6050 - TRAVEL	500.00	0.00	152.98	347.02	30.60
6215 - PROF LIAB	700.00	0.00	0.00	700.00	0.00
6216 - PRP/CASUALTY	950.00	0.00	0.00	950.00	0.00
6420 - CLTH-UNIFORM	1,500.00	0.00	0.00	1,500.00	0.00
6470 - ED/TRAINING	1,000.00	0.00	50.93	949.07	5.09
6510 - AUDIT/CONSLT	2,105.00	0.00	0.00	2,105.00	0.00
6550 - CONT BILLING	4,800.00	190.90	1,419.52	3,380.48	29.57
6562 - C/S MAINT	1,500.00	0.00	0.00	1,500.00	0.00
6564 - C/S BACKUP	8,500.00	0.00	2,121.08	6,378.92	24.95
9800 - CNTRCT ALLOW	100,000.00	0.00	30,831.23	69,168.77	30.83
9850 - AMB BAD DEBT	15,000.00	0.00	6,154.69	8,845.31	41.03
7000 - WASTEWATER T	630,300.00	53,906.81	252,475.59	377,824.41	40.06
5110 - REGULAR P/R	154,000.00	12,320.00	66,500.00	87,500.00	43.18
5115 - OVERTIME P/R	10,000.00	370.50	2,874.00	7,126.00	28.74
5145 - STIPENDS	2,600.00	100.00	900.00	1,700.00	34.62
5200 - FICA/UC/WC	77,000.00	6,899.20	37,240.00	39,760.00	48.36
5201 - LIFE/RETIRE	2,000.00	66.69	517.32	1,482.68	25.87
5310 - WATER	5,000.00	0.00	1,200.14	3,799.86	24.00
5320 - ELECTRICITY	65,000.00	9,628.43	23,501.42	41,498.58	36.16
5330 - HEATING FUEL	7,200.00	784.52	1,593.08	5,606.92	22.13
5340 - TELEPHONE	3,500.00	301.45	1,805.65	1,694.35	51.59
5510 - FUEL/OIL/LUB	6,500.00	564.57	2,527.95	3,972.05	38.89
5560 - VEH MAINT	2,900.00	28.99	146.25	2,753.75	5.04
5710 - EQUIPMENT	500.00	0.00	0.00	500.00	0.00
5720 - PARTS	30,000.00	242.61	9,154.90	20,845.10	30.52
5810 - OFFICE SUPP	900.00	189.19	867.52	32.48	96.39
5820 - JANITOR SUPP	500.00	0.00	343.46	156.54	68.69
5830 - LAB SUPPLIES	9,600.00	19.98	6,616.43	2,983.57	68.92
5835 - OPER SUPPL	1,000.00	61.56	753.92	246.08	75.39
5850 - CHEMICALS	18,000.00	163.00	7,158.30	10,841.70	39.77

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ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
7000 - WASTEWATER T CONT'D					
5920 - BLDG MAINT	5,000.00	2,574.77	3,676.68	1,323.32	73.53
6216 - PRP/CASUALTY	5,300.00	0.00	0.00	5,300.00	0.00
6410 - POSTAGE	1,800.00	0.00	346.84	1,453.16	19.27
6412 - SAFETY EQUIP	500.00	0.00	0.00	500.00	0.00
6420 - CLTH-UNIFORM	1,500.00	0.00	0.00	1,500.00	0.00
6470 - ED/TRAINING	500.00	0.00	0.00	500.00	0.00
6507 - ABATEMENTS	6,000.00	477.48	3,300.84	2,699.16	55.01
6509 - BAD DEBT	1,000.00	0.00	0.00	1,000.00	0.00
6510 - AUDIT/CONSLT	3,900.00	0.00	0.00	3,900.00	0.00
6560 - CONTRACT SVC	30,000.00	10,297.21	26,951.20	3,048.80	89.84
6563 - SLUDGE DISP	120,000.00	6,872.28	40,835.25	79,164.75	34.03
6565 - LICENSE FEE	1,200.00	0.00	937.81	262.19	78.15
6568 - C/S PUMPING	10,000.00	0.00	1,552.50	8,447.50	15.53
6570 - TRIO PURCHAS	1,400.00	0.00	1,266.09	133.91	90.44
6572 - O/S LAB TEST	4,000.00	850.00	1,918.00	2,082.00	47.95
6574 - C/S ENGINEER	12,000.00	1,094.38	5,362.54	6,637.46	44.69
7881 - SANI REP/PRT	5,000.00	0.00	0.00	5,000.00	0.00
7883 - SEWER PW MNT	10,000.00	0.00	2,627.50	7,372.50	26.28
8050 - DEP/SRF MGMT	5,000.00	0.00	0.00	5,000.00	0.00
8060 - DEPRC/ASSET	10,000.00	0.00	0.00	10,000.00	0.00
7100 - WWTP DEBT SE					
2000 - 2011FR PRIN	64,605.00	0.00	0.00	64,605.00	0.00
2005 - 2011FR INT	7,097.00	0.00	3,548.22	3,548.78	50.00
2010 - 2011FR ADM	1,076.00	0.00	53.22	1,022.78	4.95
2012 - 2011FR DEP	2,510.00	0.00	124.19	2,385.81	4.95
2024 - 2018S-2 PR	8,529.00	0.00	8,529.00	0.00	100.00
2025 - 2018S-2 INT	1,530.00	0.00	785.98	744.02	51.37
2026 - 2018S-2 ADM	151.00	0.00	139.72	11.28	92.53
2027 - 2018S-2 DEP	353.00	0.00	326.02	26.98	92.36
2034 - 2020S INT	0.00	24,388.58	24,388.58	-24,388.58	----
2070 - 2017FS PRIN	4,013.00	0.00	3,768.00	245.00	93.89
2071 - 2017FS INT	720.00	0.00	260.20	459.80	36.14
2072 - 2017FS ADM	71.00	0.00	60.42	10.58	85.10
2073 - 2017FS DEP	166.00	0.00	140.99	25.01	84.93
3010 - 2009S PRIN	51,100.00	0.00	51,098.17	1.83	100.00
3015 - 2009S INTR	2,890.00	0.00	1,571.78	1,318.22	54.39
3020 - 2009S DEP	1,890.00	0.00	1,843.45	46.55	97.54
3025 - 2009S ADMIN	810.00	0.00	790.05	19.95	97.54
3030 - 2010SR PRIN	49,248.00	0.00	0.00	49,248.00	0.00
3035 - 2010SR INTR	3,030.00	0.00	1,514.87	1,515.13	50.00
3040 - 2010SR ADMIN	785.00	0.00	22.72	762.28	2.89
3045 - 2010SR DEP	1,830.00	0.00	53.02	1,776.98	2.90
3070 - 2010FS PRIN	64,247.00	0.00	64,246.77	0.23	100.00

Expense Summary Report

ALL Departments
DECEMBER

ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
7100 - WWTP DEBT SE CONT'D					
3071 - 2010FS INTR	4,314.00	0.00	2,317.24	1,996.76	53.71
3072 - 2010FS ADMIN	1,029.00	0.00	998.46	30.54	97.03
3073 - 2010FS DEP	2,400.00	0.00	2,329.74	70.26	97.07
3074 - RD \$777k PRI	26,416.00	26,415.51	26,415.51	0.49	100.00
3075 - RD \$777k INT	11,293.00	11,292.49	11,292.49	0.51	100.00
3076 - RD \$500K PR	16,247.00	16,246.11	16,246.11	0.89	99.99
3077 - RD \$500K INT	5,394.00	5,393.89	5,393.89	0.11	100.00
8000 - AMBULANCE					
5110 - REGULAR P/R	503,600.00	41,672.10	208,358.51	295,241.49	41.37
5115 - OVERTIME P/R	80,000.00	10,420.70	58,192.11	21,807.89	72.74
5120 - PARTTIME P/R	100,000.00	9,521.17	57,878.75	42,121.25	57.88
5200 - FICA/UC/WC	88,900.00	4,928.18	25,614.32	63,285.68	28.81
5201 - LIFE/RETIRE	54,000.00	4,754.64	23,532.44	30,467.56	43.58
5202 - HLTH/DENT/IP	166,500.00	10,887.71	48,727.20	117,772.80	29.27
5203 - FLEX SPEND	2,375.00	0.00	0.00	2,375.00	0.00
5204 - FF WAGE REIM	30,000.00	2,500.00	15,000.00	15,000.00	50.00
5206 - ADMIN-MGR	9,000.00	849.74	4,613.76	4,386.24	51.26
5208 - ADMIN-FIN	22,400.00	2,127.51	11,546.25	10,853.75	51.55
5209 - ADMIN-PW MEC	5,790.00	482.50	2,895.00	2,895.00	50.00
5210 - DUES/SUBSCRIP	5,075.00	0.00	1,200.00	3,875.00	23.65
5340 - TELEPHONE	780.00	0.00	0.00	780.00	0.00
5350 - RENTAL FEES	14,575.00	1,214.58	7,287.48	7,287.52	50.00
5400 - CAP-OL AMBUL	30,000.00	0.00	0.00	30,000.00	0.00
5510 - FUEL/OIL/LUB	27,000.00	1,869.18	9,663.12	17,336.88	35.79
5530 - TIRES/TUBES	2,000.00	236.88	236.88	1,763.12	11.84
5560 - VEH MAINT	10,000.00	3,558.17	5,476.87	4,523.13	54.77
5610 - OFFICE EQUIP	4,075.00	-484.22	1,099.17	2,975.83	26.97
5620 - AMBUL EQUIP	22,000.00	0.00	19,882.16	2,117.84	90.37
5750 - RADIO/REPAIR	2,000.00	0.00	60.00	1,940.00	3.00
5810 - OFFICE SUPP	600.00	194.14	575.28	24.72	95.88
5820 - JANITOR SUPP	500.00	761.21	1,292.30	-792.30	258.46
5842 - OXYGEN SUPP	3,000.00	0.00	331.80	2,668.20	11.06
5844 - PHARMCY SUPP	2,000.00	28.92	882.88	1,117.12	44.14
5846 - SUPP-MEDIC.	11,000.00	1,184.80	7,652.88	3,347.12	69.57
5852 - MED SCREEN	700.00	0.00	0.00	700.00	0.00
5855 - DRG/ALC TEST	770.00	64.00	303.96	466.04	39.48
5898 - LIC / FEES	1,325.00	21.00	915.00	410.00	69.06
6050 - TRAVEL	500.00	51.92	193.03	306.97	38.61
6216 - PRP/CASUALTY	13,400.00	0.00	0.00	13,400.00	0.00
6410 - POSTAGE	200.00	33.10	33.10	166.90	16.55
6415 - ADVERTISING	1,000.00	98.94	1,150.44	-150.44	115.04
6420 - CLTH-UNIFORM	3,000.00	196.00	2,359.99	640.01	78.67
6470 - ED/TRAINING	7,000.00	0.00	0.00	7,000.00	0.00

Expense Summary Report

ALL Departments
DECEMBER

ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
8000 - AMBULANCE CONT'D					
6510 - AUDIT/CONSLT	3,105.00	0.00	0.00	3,105.00	0.00
6550 - CONT BILLING	36,000.00	4,270.19	18,953.90	17,046.10	52.65
6562 - C/S MAINT	11,700.00	0.00	361.16	11,338.84	3.09
6564 - C/S BACKUP	600.00	0.00	0.00	600.00	0.00
9800 - CNTRCT ALLOW	575,000.00	0.00	376,079.87	198,920.13	65.41
9850 - AMB BAD DEBT	45,000.00	0.00	21,084.83	23,915.17	46.86
Final Totals	9,398,266.00	719,625.17	4,760,190.00	4,638,076.00	50.65

Expense Summary Report

ALL Departments
DECEMBER

ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	PERCENT SPENT
1998 - WATER DEPT	683,312.00	76,243.39	740,619.88	-57,307.88 108.39
0175 - DWSR 09FR PR	4,785.00	0.00	4,785.00	0.00 100.00
0177 - DWSR 07FS PR	32,661.00	0.00	32,660.71	0.29 100.00
0179 - DWSR 09SR PR	1,484.00	0.00	1,483.34	0.66 99.96
0188 - DWSR 09F PR	19,484.00	0.00	19,483.34	0.66 100.00
0190 - DW 10FS PR	12,742.00	0.00	12,741.66	0.34 100.00
0192 - DWSRF 12F PR	7,748.00	0.00	7,748.00	0.00 100.00
0193 - DWSR 16FR PR	21,783.00	0.00	20,833.51	949.49 95.64
0194 - DWSRF 17F PR	12,149.00	11,350.77	11,350.77	798.23 93.43
0195 - VHCLE LN PR	7,336.00	598.13	7,010.33	325.67 95.56
0197 - DWSR 08FR PR	81,833.00	0.00	81,832.84	0.16 100.00
0199 - BHBT PRINCIP	10,870.00	0.00	10,878.05	-8.05 100.07
0201 - DWS 15FFR PR	7,824.00	0.00	7,176.43	647.57 91.72
0408 - REG ASSES TX	3,230.00	0.00	2,937.00	293.00 90.93
0410 - DUES	1,650.00	0.00	4,516.80	-2,866.80 273.75
0421 - DWSR 09FR AD	240.00	0.00	239.26	0.74 99.69
0425 - DWS 09SR AD	75.00	0.00	74.16	0.84 98.88
0426 - DWSR 17F INT	2,157.00	979.45	1,425.64	731.36 66.09
0427 - DWSR 17F ADF	651.00	616.51	638.82	12.18 98.13
0435 - VHCLE LN INT	1,297.00	121.21	1,621.75	-324.75 125.04
0439 - BHBT INTER.	946.00	0.00	926.00	20.00 97.89
0440 - DWSR 09F ADF	975.00	0.00	974.16	0.84 99.91
0442 - DWSR 12F INT	1,707.00	0.00	1,706.24	0.76 99.96
0445 - DW 15FFR INT	1,018.00	430.59	643.09	374.91 63.17
0446 - DW 16FR INT	3,009.00	0.00	2,638.82	370.18 87.70
0447 - DW 15FFR AD	421.00	21.53	390.98	30.02 92.87
0448 - DW 16FR AD	1,240.00	0.00	1,173.62	66.38 94.65
5110 - REGULAR P/R	135,000.00	13,595.00	153,997.00	-18,997.00 114.07
5115 - OVERTIME P/R	9,200.00	1,251.00	9,731.25	-531.25 105.77
5120 - ONCALL STIPN	2,600.00	300.00	2,500.00	100.00 96.15
6017 - SH-CLER PAY	12,356.00	2,245.32	11,690.19	665.81 94.61
6018 - SH-MGER PAY	10,484.00	1,814.40	9,878.40	605.60 94.22
6019 - SH-FDIR PAY	16,308.00	3,105.00	16,214.20	93.80 99.42
6046 - FR BENE-REG	65,000.00	7,613.20	85,792.56	-20,792.56 131.99
6047 - FR BENE-O/T	1,300.00	225.18	1,776.76	-476.76 136.67
6048 - EMP BENEFITS	7,699.00	2,271.99	11,675.14	-3,976.14 151.64
6151 - PURCHD POWER	27,000.00	5,502.66	30,885.16	-3,885.16 114.39
6202 - MAT/SUP OFFC	2,000.00	929.80	3,039.18	-1,039.18 151.96
6204 - CHEMICALS	30,000.00	6,155.10	29,688.41	311.59 98.96
6205 - MAT/SUP MANT	23,000.00	1,139.02	26,459.86	-3,459.86 115.04
6206 - MAT/SUP OPER	10,000.00	523.34	16,932.27	-6,932.27 169.32
6207 - SUPP/CST ACC	10,000.00	0.00	5,881.02	4,118.98 58.81
6208 - MAT/SU AD/GN	2,100.00	0.00	1,950.26	149.74 92.87
6209 - MDOT WATREPR	200.00	0.00	165.00	35.00 82.50
6318 - C/S ENGINEER	7,500.00	1,471.25	13,257.50	-5,757.50 176.77
6328 - C/S AUD-COMP	13,050.00	0.00	8,610.58	4,439.42 65.98
6351 - C/S WATER TR	18,000.00	360.00	21,199.73	-3,199.73 117.78
6358 - C/D DIST SYS	18,000.00	11,814.59	20,275.40	-2,275.40 112.64
6400 - BLD MNT/REPR	500.00	0.00	219.59	280.41 43.92

Expense Summary Report

ALL Departments
DECEMBER

ACCOUNT	BUDGET NET	CURR MNTH NET	YTD UNEXPENDED NET	BALANCE	PERCENT SPENT
1998 - WATER DEPT CONT'D					
6506 - TRANSPRT EXP	6,000.00	807.14	3,897.06	2,102.94	64.95
6598 - PROP-CAS INS	4,400.00	0.00	0.00	4,400.00	0.00
6608 - GEN-ADMN ADV	1,200.00	0.00	929.00	271.00	77.42
6751 - MS EX S-TEST	6,000.00	575.00	6,553.99	-553.99	109.23
6755 - TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
6757 - HEATING FUEL	4,000.00	426.21	3,503.11	496.89	87.58
6758 - MISC EXPENSE	100.00	0.00	0.00	100.00	0.00
9000 - BAD DEBT	0.00	0.00	6,026.94	-6,026.94	----
Final Totals	683,312.00	76,243.39	740,619.88	-57,307.88	108.39

ACCT	REVENUE NAME	December-15	December-16	December-17	December-18	December-19	December-20	December-21	December-22	December-23	December-24
0100	TAXES	2,989,349.49	2,991,527.73	2,945,450.37	2,948,763.89	3,026,686.20	2,848,470.37	3,020,585.44	2,735,267.53	2,968,933.28	3,087,315.74
0100	BETE REIMBURSEMENT	7,428.00		6,317.00	21,477.00	14,557.00	15,593.00	13,026.00	10,757.00	10,634.00	10,349.00
0100	VETERAN'S EXEMPTION	3,699.00									2,239.00
0100	HOMESTEAD REIMBURSEMENT	64,667.00	98,196.00	123,338.00	159,153.00	156,070.00	222,482.00	223,478.00	205,477.00	184,110.00	212,058.94
0100	ADMINISTRATION	7,110.45	7,799.40	6,726.65	6,468.80	5,821.15	5,971.95	7,760.80	7,586.40	7,090.20	7,440.40
0100	INTEREST COLLECTED	32,617.67	11,983.59	33,923.23	31,465.56	29,134.24	34,914.92	34,762.27	25,205.11	10,828.84	13,827.10
0100	INTEREST EARNED	988.44	1,256.71	1,158.55	6,167.04	8,340.54	1,604.13	3,095.99	7,004.96	35,510.87	32,102.46
0100	MISC REVENUE	140.00	11,830.95	310.88	265.00	180.68		5.30	627.74	822.07	208.00
0100	SALE OF CITY PROPERTY	250.66		400.00		5,324.00					
0100	EXCISE TAX	259,240.76	270,847.37	272,592.72	293,763.45	307,070.06	322,590.97	300,396.22	289,212.47	292,642.31	302,379.26
0100	TREE GROWTH						27,880.01	32,059.27	39,231.33	38,324.36	50,076.38
0100	WATER DEPT REIMBURSEMENT	24,530.54	28,859.86	30,105.31	25,047.29	25,808.30	25,650.78	31,149.65	23,118.58	29,672.97	28,310.13
0100	WWTP REIMBURSEMENT	34,899.65	33,263.66	33,507.60							
0100	BOAT EXCISE	813.40	437.00	695.20	574.80	823.90	478.80	500.60	590.40	580.60	792.00
0100	CODE ENFORCEMENT REVENUE	2,192.50	952.50	1,793.75	1,427.50	1,155.00	2,286.25	2,612.50	4,869.97	3,950.42	2,434.60
0100	EMS ADMINISTRATION REVENUE	36,236.43	35,499.10	35,144.32	35,943.30	35,485.11	34,609.24	34,934.62	35,728.90	36,395.18	38,447.49
0100	MOTOR VEHICLE AGENT FEES	2,623.00	2,720.00	2,590.00	2,668.00	2,767.00	3,024.00	3,009.00	2,673.00	2,605.00	2,737.00
0100	STATE REVENUE SHARING	121,672.29	110,126.71	114,909.20	118,207.47	190,502.83	255,180.59	389,651.34	436,120.13	484,565.48	454,090.33
0100	PAYMENTS IN LIEU OF TAXES	25,280.00	25,180.00	29,348.00	25,180.00	25,180.00	25,180.00	25,180.00	35,787.20	31,806.72	36,146.40
0130	GENERAL ASSIST REIMBURSE		1,239.21	568.17		3,971.42			3,908.92	4,131.66	1,795.84
0187	CITY BLDG RENTALS					3,062.00					
0191	SCHOOL BUS STORAGE									8,750.00	8,750.00
0220	LIBRARY FINES/DONATIONS	1,098.19	1,117.41	1,672.63	819.47	1,890.61	779.00	903.97	889.48	1,091.83	1,093.84
0220	LIBRARY NON RESIDENT FEES	1,430.00	1,460.00	1,368.80	880.00	1,537.00	860.00	721.80	1,275.00	1,223.00	952.00
0230	RECREATION LAND LEASE						3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
0230	RECREATION PROGRAM INCOME	26,656.00	23,762.00	35,277.00	34,285.00	33,214.00	21,359.37	30,895.00	37,395.00	40,960.98	32,157.00
0240	SNOWMOBILE REIMBURSEMENT										
0310	POLICE-OFFICER COURT								100.00	50.00	
0310	POLICE-ACCIDENT REPORTS	220.00	240.00	160.00	240.00	270.00	150.00	110.00	150.00	120.00	160.00
0310	POLICE-WCCC OFFICER										
0310	POLICE-MISCELLANEOUS	194.30	280.00	690.00	2,747.24	130.00	90.00	175.00	85.00	60.00	85.00
0320	FIRE REVENUE	20.00	10.00	50.00			10.00	3,628.00	10.00		
0410	PUBLIC WORKS	2,540.43	2,135.55	718.38	2,416.31	4,643.15	2,735.09	2,546.82	8,471.50	1,126.40	4,813.42
0410	PUBLIC WORKS-WWTP										
0410	PW MECHANIC AMBULANCE	2,100.48	2,172.48	2,082.54	2,125.02	2,296.86	2,350.02	2,350.02	2,614.98	11,864.64	20,065.48
0470	PAY BY THE BAG	21,482.50	20,278.50	17,086.50	16,624.50	20,510.50	18,537.00	15,286.50	12,257.50	16,030.00	12,728.00
0470	SALE OF RECYCLABLE GOODS		921.68	3,184.44	5,064.00	2,073.10	3,007.25	1,964.85	1,745.55	3,494.45	
0470	LANDFILL FEES	2,286.50	2,119.50	2,680.00	1,668.60	2,166.00	2,119.00	1,777.00	2,558.00	2,530.00	1,969.00
0480	CEMETERY	4,290.05	4,592.21	4,250.00	2,650.00	1,400.00	5,150.00	5,800.00	2,850.00	3,200.00	4,000.00
0480	WASHINGTON CTY CREMATORY	735.00	1,369.50	1,781.25		2,523.00		2,351.25	5,033.50		297.00
0650	STATE HIGHWAY GRANT	40,284.00	40,080.00	40,720.00	40,304.00	41,464.00	38,300.00	41,508.00	41,356.00	48,180.00	48,792.00
	TOTALS	3,717,056.73	3,732,258.92	3,750,600.49	3,786,396.24	3,956,057.65	3,924,363.74	4,235,225.21	3,982,958.15	4,284,285.26	4,421,612.81

LOAN PAYMENT RECORD

LOAN NAME	#	LOAN DATE	AMT OF LOAN	MIN PYMT	TERM	INT	DATE	PYMNT	DATE	PYMNT	DATE	PYMNT	DATE	PYMNT	DATE	PYMNT	BALANCE	
JO'S PIZZA	323	6/13/2013	120000.00	786.12	15	2.25%	7/25/24	786.12	8/26/24	786.12	9/27/24	786.12	10/25/24	786.12	11/25/24	786.12	12/26/24	38,047.80
HAIR SHANTY	324	12/30/2011	60000.00	393.05	15	2.25%	7/2/24	400.00	8/27/24	800.00	10/1/24	400.00	10/31/24	400.00	12/3/24	400.00	12/26/24	18,562.02
ST. CROIX BOWLING CLUB	334	12/18/2009	70000.00	465.70	10	2.25%	7/1/24	717.17	9/4/24	651.97	9/4/24	651.97				2,610.00	12/9/24	22,200.59
								1,903.29		2,238.09		1,838.09				3,415.20		78,810.41

Exp / Rev Summary Report

Department(s): 6000 - 8000

November

Account	Budget	Current Month	Year To Date	Balance	Percent
6000 NWSARAS AMB					
Revenue Total	239,500.00	1,721.84	99,146.35	140,353.65	41.40
Expense Total	372,165.00	17,479.18	123,550.42	248,614.58	33.20
Net Profit / (Loss)	(132,665.00)	(15,757.34)	(24,404.07)	108,260.93	
8000 AMBULANCE					
Revenue Total	1,896,624.00	183,659.20	864,238.10	1,032,385.90	45.57
Expense Total	1,896,470.00	176,430.60	831,991.38	1,064,478.62	43.87
Net Profit / (Loss)	154.00	7,228.60	32,246.72	32,092.72	

*NOTE: The Year To Date column reflects Net Income/(Loss) on an accrual basis, which is the same basis as the financial statements. This report does not include accounting estimates (such as depreciation, accruals for vacation, payroll and interest or an amount for uncollectible accounts) that are included in the financial statements.

Calais EMS Expenses Paid to City

	November 2024	Year-to-Date
Fire Chief Salary & Benefits	4,220.87	22,713.17
FF Wage Reimbursement	2,500.00	12,500.00
Manager Wages/Benefits	688.18	3,764.02
Finance Director Wages/Benefits	1,721.24	9,418.74
Mechanic Wages/Benefits	482.50	2,412.50
North St. Building Rent (25% of budget)	1,214.58	6,072.90
	<u>10,827.37</u>	<u>56,881.33</u>

CITY OF CALAIS - AMBULANCE
INCOME STATEMENT - CASH BASIS

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total FY25
CASH RECEIPTS													
Commercial Insurance	15,524.64	4,338.75	2,947.70	19,788.71	17,310.36	-	-	-	-	-	-	-	59,910.16
Maine Care	10,620.38	17,653.67	26,715.69	26,991.88	26,098.71	-	-	-	-	-	-	-	108,080.33
Medicare	65,565.87	53,462.86	50,175.91	43,871.85	43,568.33	-	-	-	-	-	-	-	256,644.82
Self-Pay	1,039.25	-	-	-	-	-	-	-	-	-	-	-	1,039.25
VA	1,720.98	2,735.40	4,704.45	5,749.40	12,157.95	-	-	-	-	-	-	-	27,068.18
Stipends	3,952.67	982.67	3,375.00	1,965.34	505.06	-	-	-	-	-	-	-	10,780.74
Bad Debts/Pymt Arrangements	1,547.35	408.00	425.00	438.75	-	-	-	-	-	-	-	-	2,819.10
Deposits in Transit	136.53	351.95	1,670.16	(5,535.79)	4,737.32	-	-	-	-	-	-	-	1,360.17
Interest Income	332.56	567.94	1,220.31	1,506.09	1,165.92	-	-	-	-	-	-	-	4,792.82
Total Calais & NWSARAS Receipts	100,440.23	80,501.24	91,234.22	94,776.23	105,543.65	-	-	-	-	-	-	-	472,495.57
Less NWSARAS receipts	(1,276.55)	(11,978.92)	(8,752.87)	(5,194.03)	(4,242.15)	-	-	-	-	-	-	-	(31,444.52)
Total Calais Only Cash Receipts	99,163.68	68,522.32	82,481.35	89,582.20	101,301.50	-	-	-	-	-	-	-	441,051.05
CASH EXPENSES													
Payroll - Regular Wages	39,634.46	27,659.72	28,999.26	33,257.46	37,135.51	-	-	-	-	-	-	-	166,686.41
Payroll - Overtime Wages	8,273.44	6,590.00	11,583.53	10,302.71	11,021.73	-	-	-	-	-	-	-	47,771.41
Payroll - Part Time	10,757.09	9,387.86	11,886.08	11,376.67	4,949.88	-	-	-	-	-	-	-	48,357.58
Benefits - FICA/UC/MC	4,562.75	3,389.65	4,056.31	4,266.79	4,410.64	-	-	-	-	-	-	-	20,686.14
Benefits - Life/Retirement	3,867.64	3,018.95	3,341.31	3,853.47	4,696.43	-	-	-	-	-	-	-	18,777.80
Benefits - Health/Dental/IP	7,554.39	6,615.39	6,474.30	5,491.07	11,704.34	-	-	-	-	-	-	-	37,839.49
Benefits - Flexible Spending Acct	-	-	-	-	-	-	-	-	-	-	-	-	-
FF Wage Reimbursement	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	-	-	-	-	-	-	-	12,500.00
Administrative - Manager	849.74	688.18	688.18	849.74	688.18	-	-	-	-	-	-	-	3,764.02
Administrative - Finance	2,127.51	1,721.24	1,721.24	2,127.51	1,721.24	-	-	-	-	-	-	-	9,418.74
Admin - PW Mechanic	482.50	482.50	482.50	482.50	482.50	-	-	-	-	-	-	-	2,412.50
Dues	-	-	-	-	-	-	-	-	-	-	-	-	-
Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-
Rental Fees	1,214.58	1,214.58	1,214.58	1,214.58	1,214.58	-	-	-	-	-	-	-	6,072.90
Capital Outlay - Ambulance	-	-	-	-	-	-	-	-	-	-	-	-	-
Fuel, Oil & Lube	1,402.23	1,642.72	1,607.77	1,668.80	1,472.42	-	-	-	-	-	-	-	7,793.94
Tires	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicle Maintenance	235.85	520.71	(289.53)	286.03	1,165.64	-	-	-	-	-	-	-	1,918.70
Office Equipment	74.45	74.45	81.77	74.45	1,278.27	-	-	-	-	-	-	-	1,583.39
Ambulance Equipment	698.51	159.96	1,419.56	17,593.34	10.79	-	-	-	-	-	-	-	19,882.16
Radios/Repair	-	60.00	-	-	-	-	-	-	-	-	-	-	60.00
Office Supplies	41.12	122.60	164.57	-	52.85	-	-	-	-	-	-	-	381.14
Janitorial Supplies	69.57	172.12	289.40	-	-	-	-	-	-	-	-	-	531.09
Supplies - Oxygen	611.72	24.44	(427.18)	-	122.82	-	-	-	-	-	-	-	331.80
Supplies - Pharmacy	16.72	-	47.81	522.48	266.95	-	-	-	-	-	-	-	853.96
Supplies - Medical	669.20	742.99	2,186.99	910.78	1,958.12	-	-	-	-	-	-	-	6,468.08
Medical Screenings	-	-	-	-	-	-	-	-	-	-	-	-	-
Drug/Alcohol Testing	87.98	-	151.98	-	-	-	-	-	-	-	-	-	239.96
Licenses & Fees	21.00	-	63.00	21.00	768.00	-	-	-	-	-	-	-	873.00
Travel	25.08	-	(1.72)	51.99	65.76	-	-	-	-	-	-	-	141.11
Property & Casualty	-	-	-	-	-	-	-	-	-	-	-	-	-

CITY OF CALAIS - AMBULANCE
INCOME STATEMENT - CASH BASIS

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total FY25
CASH EXPENSES - CONT.													
Postage	-	-	-	-	-	-	-	-	-	-	-	-	-
Advertising	-	512.50	539.00	-	-	-	-	-	-	-	-	-	1,051.50
Clothing - Uniforms	310.14	-	479.00	647.86	726.99	-	-	-	-	-	-	-	2,163.99
Education & Training	-	-	-	21.00	-	-	-	-	-	-	-	-	21.00
Legal & Audit Fees	-	-	450.00	-	-	-	-	-	-	-	-	-	450.00
Contract Services - Billing	3,058.11	4,193.75	(78.58)	4,156.08	4,104.35	-	-	-	-	-	-	-	15,433.71
Contract Services - Maintenance	-	361.16	-	-	-	-	-	-	-	-	-	-	361.16
Contract Services - Backup	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Expenses	89,145.78	71,855.47	79,631.13	101,676.31	92,517.99	-	-	-	-	-	-	-	434,826.68
OTHER CASH EXPENDED													
Capital Asset Purchases	-	-	-	-	-	-	-	-	-	-	-	-	-
Patient/Insurance Refunds	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Cash Expended	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Cash from Operations - Inc/(Loss)	10,017.90	(3,333.15)	2,850.22	(12,094.11)	8,783.51	-	-	-	-	-	-	-	6,224.37
MONTHLY BILLINGS (CALAIS ONLY)													
Commercial Insurance	32,237.90	32,721.90	43,694.75	29,819.90	39,322.10	-	-	-	-	-	-	-	177,796.55
Maine Care	33,292.30	32,657.30	58,100.90	30,080.65	44,392.55	-	-	-	-	-	-	-	198,523.70
Medicare	77,317.10	107,932.35	55,397.00	88,203.05	93,815.15	-	-	-	-	-	-	-	422,664.65
Self-Pay	2,243.65	8,429.85	17,673.90	13,326.65	4,052.81	-	-	-	-	-	-	-	45,726.86
	145,090.95	181,741.40	174,866.55	161,430.25	181,582.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	844,711.76

Assessing and Code Enforcement Department



Monthly Report

December 2024

I have attached the reports for code violations and permits.

I have not approved any additional abatements or supplements, so the numbers are the same as last month. There have been 20 abatements that I have given, 7 of those will be supplemented due to the wrong owner being assessed. One of the new abatements was the dam, another case of TRIO not saving. Total amount of abatements is \$20,604.39 and total for Supplements are \$6,760.90.

I still have not gotten any additional applications for the property lister positions. After I come back from my vacation, I will be working on a schedule that will work with the other offices in the City Building for Bob and myself to do the inspections. I have also been working on getting a page dedicated to the Revaluation on the city's website to keep everyone informed.

I have been working on how to spend the TIF funds; façade program, lighting downtown, and I have reached out to multiple towns/cities that have TIFs to see what they have done or plan to do with their funds. I will have a report of these projects put together when I have received information from most of the towns/cities.

I also worked on getting the 4 properties listed with real estate agents. I am very appreciative of the agents working with us on this. I have been working with Senator Marianne Moore to amend this law. She did not think we could get it repealed, so we worked on amending it so the

process could go back to doing the sealed bid process. I also amended that if the municipality would like to keep the property for development purposes that the municipality would only have to pay 10% back to the former owner. As much as I don't like the idea of giving excess funds back to the former owner, this was a supreme court ruling meaning that the State of Maine has to follow it. Fingers crossed that it will get some traction, I will keep the council updated.

I am also very pleased to say that all the training and experience in my assessing world has paid off, I am now a Certified Maine Assessor 4, which is the highest level for an assessor license available in Maine.

Case Report

Case #	Case Date	Parcel Address	Main Status	Local Jurisdiction	Complaint	Date of Site Inspection	Date of Contact w/ Alleged Violator	Defect
75	9/13/2024	NASHS LAKE	Violation-Pending	Work w/o Permit	Complaint that Mr. Gavaza has built a building within shoreland zone.	10/5/2024	10/7/2024	Building is 60-70 feet from the shoreland zone. There is no permit for this. This is also in the mount holly subdivision which has 150 setback from the high water mark. Sent letter of violation and building must be removed within 30 days.
74	9/16/2024	361 SOUTH ST	Violation-Complete	Health Hazard	Homeless Encampment	9/16/2024		Removal by Noontime
72	7/8/2024	98 LAFAYETTE ST	Letter Sent	Property Maintenance	Junk and unregistered vehicles and campers.			Removal
71	7/5/2024	11 LINCOLN ST	Letter Sent	Property Maintenance	Lawn Needs to be mowed			Lawn Needs to be mowed
70	7/5/2024	33 PLEASANT ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed; House Inspection Request			Lawn Needs to be Mowed; House Inspection Request
69	7/5/2024	100 BARKER ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be Mowed
68	7/5/2024	34 FRANKLIN ST	Pending	Property Maintenance	Lawn Needs to be mowed; Request for Inspection			Lawn Needs to be mowed; Request for Inspection
67	7/5/2024	21 BEECH ST	Violation-Complete	Property Maintenance	Lawn Needs to be mowed; Junk Rubbish needs to be removed.			Lawn Needs to be mowed; Junk Rubbish needs to be removed.
66	7/5/2024	20 CHANDLER ST	Letter Sent	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be mowed
65	7/5/2024	26 GARFIELD ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be Mowed
64	7/5/2024	82 GARFIELD ST	Violation-Complete	Property Maintenance	Lawn Needs to be mowed			Lawn needs to be mowed
63	7/5/2024	66 GARFIELD ST	Letter Sent	Property Maintenance	Lawn Needs to be mowed			Lawn Needs to be mowed
62	7/5/2024	73 UNION ST	Violation-Complete	Property Maintenance	Lawn Needs to be mowed			Lawn Needs to be Mowed
61	7/5/2024	39 MONROE ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be mowed
60	7/5/2024	50 GARFIELD ST	Letter Sent	Property Maintenance	Lawn Needs to be mowed; Inspection of the House.			Lawn Needs to be Mowed; Request Inspection of the House.
59	7/5/2024	13 FRANKLIN ST	Letter Sent	Property Maintenance	Junk and Rubbish; Request for Inspection of House			Junk and Rubbish; Request for Inspection of House
58	6/17/2024	370 NORTH ST	Violation-Complete	Property Maintenance	Lawn needs to be mowed			Lawn needs to be mowed
57	6/17/2024	364 NORTH ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be Mowed
56	6/17/2024	8 CLEVELAND ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be mowed
55	6/17/2024	50 HARRISON ST	Pending		Junk and Rubbish			Junk and Rubbish needs to be cleaned up
54	6/17/2024	1 CHAPEL ST	Pending Inspection		Lawn Needs to be mowed, Retaining wall is dangerous			Lawn Needs to be mowed and Retaining wall needs to be repaired
53	6/17/2024	37 KING ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be Mowed
52	6/17/2024	26 KING ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be Mowed
51	6/13/2024	17 LAFAYETTE ST	Pending	Property Maintenance	Lawn Needs to be mowed, and request inspection			Lawn Needs to be mowed, and request inspection

50	6/13/2024	22 LINCOLN ST	Pending Inspection	Property Maintenance	Lawn needs to be mowed and request inspection			Lawn needs to be mowed and request inspection
49	6/13/2024	39 KING ST	Pending	Property Maintenance	Lawn Needs to be mowed, and request inspection			Lawn Needs to be mowed, and request inspection
48	6/13/2024	127 UNION ST	Letter Sent	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be Mowed
47	6/13/2024	92 UNION ST	Violation-Complete	Property Maintenance	Lawn Needs to be mowed			Lawn Needs to be mowed
46	6/13/2024	MAIN ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be Mowed
45	6/13/2024	85 NORTH ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be Mowed
44	6/13/2024	253 NORTH ST	Letter Sent	Property Maintenance	Garbage, Junk, Rubbish needs to be cleaned up.			Garbage, Junk, Rubbish needs to be cleaned up.
43	6/13/2024	69 MONROE ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be Mowed
42	6/13/2024	16 GARFIELD ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed and Request Inspection			Lawn Needs to be Mowed and Request Inspection
41	6/12/2024	25 BARING ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be Mowed
40	6/12/2024	23 GARFIELD ST	Violation-Complete	Property Maintenance	Needs to mow lawn			
39	6/11/2024	194 SHATTUCK RD	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed, Junk needs to be removed, garbage/rubbish removed			Lawn Needs to be Mowed, Junk needs to be removed, garbage/rubbish removed
38	6/11/2024	15 FRANKLIN ST	Letter Sent	Property Maintenance	Junk needs to be removed, garbage/rubbish removed			Lawn Needs to be Mowed, Junk needs to be removed, garbage/rubbish removed
37	6/11/2024	3 GARFIELD ST	Violation-Pending	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be Mowed
36	6/11/2024	80 MONROE ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be Mowed
35	6/10/2024	130 UNION ST	Letter Sent		Lawn Needs to be Mowed			Lawn Needs to be Mowed
34	6/10/2024	9 SCHOOL ST	Violation-Complete		Lawn Needs to be Mowed			Lawn Needs to be Mowed
33	6/10/2024	59 DOWNES ST	Pending Inspection		Lawn Needs to be Mowed and Request Inspection			Lawn Needs to be Mowed and request inspection
32	6/10/2024	100 WASHINGTON ST	Violation-Pending		Request Inspection			Lawn needs to be mowed, house is a health and fire hazard
31	6/10/2024	42 WASHINGTON ST	Pending Inspection	Property Maintenance	Lawn Needs to be Mowed, house is a mess			Lawn Needs to be mowed and Request for Inspection
30	6/10/2024	24 LINCOLN ST	Letter Sent	Property Maintenance	Lawn needs to be mowed, and inspection request of house			Lawn Needs to be mowed and request for inspection
29	6/10/2024	75 CALAIS AVE	Violation-Complete	Property Maintenance	Lawn Needs to be mowed			Lawn Needs to be mowed
28	6/10/2024	34 CALAIS AVE	Letter Sent	Property Maintenance	Lawn Needs to be mowed			Lawn Needs to be mowed
27	6/10/2024	33 LINCOLN ST	Violation-Complete	Property Maintenance	Lawn Needs to be mowed			Lawn needs to be mowed
26	6/10/2024	36 LINCOLN ST	Violation-Complete	Property Maintenance	Lawn Needs to be Mowed			Lawn Needs to be Mowed
25	6/10/2024	76 CALAIS AVE	Violation-Complete	Property Maintenance	Lawn Needs to be mowed	6/10/2024		Lawn needs to be mowed
24	6/5/2024	31 BOARDMAN ST	Letter Sent	Property Maintenance	Grass needs to be cut and Junk/Garbage needs to be removed.	6/5/2024		Violation of Property Maintenance Ordinance
23	5/6/2024	183 SHATTUCK RD	Out of Jurisdiction-Complete	Other	Contractor installed boiler but has had issues with it not working	5/6/2024		Forwarded all information the the State Inspector

22	5/2/2024	33 BLACK BEAR LANE	Violation-Complete	Other	Someone living on the alv trail near the water tower	5/3/2024	Removed Tent and belongings
21	4/17/2024	NORTH ST	Violation-Complete	Other	Looks like someone is camping out of the playground	4/17/2024	
20	4/11/2024	1 PLEASANT ST	Violation-Complete	Property Maintenance	Garbage piling up in the back of the house.	4/12/2024	Garbage has been cleaned up.
19	4/16/2024	85 WASHINGTON ST	Letter Sent	Property Maintenance	Garbage blowing around from abutters yard, lots of garbage that doesn't get taken care of.	4/16/2024	
18	4/12/2024	2 WINTER ST	Violation-Pending	Health Hazard	Water leaking through roof and leaking through light fixtures.	4/12/2024	
17	4/16/2024	2 ODEY LANE	Violation-Complete	Property Maintenance	Fence Has fallen down	4/16/2024	
16	4/16/2024	40 MONROE ST	No Violation-Complete	Health Hazard	Mold in Apartment	4/16/2024	
15	3/13/2024	20 KING ST	Violation-Pending	Health Hazard	Neighbor Called Fire Dept to see if someone could do a well being check.	3/13/2024	Accompanied by Chief Lee, we attempted to make contact with individual with no success. Neighbors came out and explained no one had seen him in over a week. We called officer Ball to help us force entry. Once inside we discovered that he was DOA. The following day I secured and deemed it dangerous per CEO for health and structural. See attached photos.
14	3/6/2024	34 GARFIELD ST	Violation-Complete	Dangerous Building	Tax Acquired- Potentially Dangerous Building	3/6/2024	Recommend to Council to deem Dangerous and Demolish. Council agreed to Demolish; sending letter to prior owner to see if they want any belongings before posting bids.
13	2/26/2024	82 SOUTH ST	Letter Sent	Dangerous Building	Potential Dangerous Building		
12	1/30/2024	95 UNION ST	Violation-Complete	Property Maintenance	Tree is dangerous, neighbor feels it could fall on her garage	2/1/2024	Drove by and the tree is held together with ratchet straps. I do agree that this looks dangerous. Will send a property maintenance letter to owner. New owner is working on this issue.
11	1/4/2024	96 RIVER ROAD	No Violation-Complete	Property Maintenance	Abutter called to say that tenants of the cabins are throwing garbage behind the cabins and it is going on to her property.		Spoke with Property Manager about this issue; said that he will take care of it.
10	7/27/2023	452 NORTH ST	Violation-Pending	Other	Chickens keep getting loose and going on neighbors property		ACO Jurisdiction
9	12/22/2023	435 MAIN ST	Violation-Pending	Property Maintenance	Brick or debris fall from building and landing on work van, causing damage to van and ladder.	1/2/2024	Galais had two wind storms a week apart. In the first wind storm Fire Chief Lee told me that a brick or debris fell in this area and hit a persons van, however the person did not fill out a statement with the local pd. The following storm, the eve of this building fell into the alley way. Public works did put barricades for safety, and the owner has spoken with city officials and is working on finding a contractor to fix the building. Contractor that looked at the job said it is safe to remove the barricades.
8	1/4/2024	26 MCGOVERN LANE	Violation-Complete	Property Maintenance	Fire escape un-safe	1/2/2024	I drove by on January 2nd, as I was on vacation when this complaint came from the State Fire Marshall's office. Fire Escapes look like they have already been fixed. Will reach out to tenants to see if there are other issues. REPAIRS PENDING! Repairs complete.

6	10/20/2023	55 BOARDMAN ST	Violation-Pending	Health Hazard	Mandate Report listed that their is rats in the home, landlord knows about it and won't do anything about it. Reporter concerned of rats	10/20/2023	10/20/2023	Garbage and Junk needs to be cleaned up; this attracts rats and other vermin.
5	10/19/2023	352 NORTH ST	Out of Jurisdiction-Complete	Other	chewina gas lines Abutter cutting trees on their property and they think the abutting owners survey is wrong.	10/19/2023	10/19/2023	Boundary line disputes are a civil issue. Advised both parties to get survey and contact a lawyer.
4	10/4/2023	SOUTH ST	Violation-Complete	Other	Tent in woods	10/4/2023	10/4/2023	Companied by CPD. Told person living in tent that they could not keep tent there unless they have written permission from owner. Person said they did not have permission from owner and did not know they needed permission. Person picked all belongings up, asked if they could keep them next to storage units for an hour or so and we said yes but if they were still there tonight they would be taken.
3	10/2/2023	12 MIDLAND AVE	No Violation-Complete	Property Maintenance		10/2/2023		
2	9/12/2023	39 BOARDMAN ST	Pending Inspection	Property Maintenance				
1	9/12/2023	42 HARRISON ST	Violation-Pending	Property Maintenance				

Total Records: 73

3/7/2025



**Calais Fire/EMS
Monthly Activity
Month of December**

Calais Station (Ambulance) Emergencies: 50 Transfers: 28
Danforth Station (Ambulance) Emergencies: Transfers
Transfers Turn Down: 1

Fire and Rescue Emergency Calls: 74

EMS (Rescue) Assist/ Station Coverage	6
Fire Alarm Activations	1
Public Assistance	3
Outside Fires	
Motor Vehicle Crash	2
Motor Vehicle Fire	
Agency Assist	2
Smoke in Building	
Hazardous Condition	6
Structure Fire	4
Knox Box Call	
Public Service	3

Fire Officer: EMS Coverage Hours: 65 Response: 16

Apparatus	In Town Response	Out of Town Response
Ladder 1		
Engine 1	6	3
Engine 2		
Engine 3	1	
Squad 1	2	
POV (Chief/AC)	4	2
Bush 1		
Boat 1		
ATV and Side by Side		
CFD Station Response (Cover)		

Rescue 1 Responses Emergencies: 11	Transfers: 16
Rescue 2 Responses Emergencies: 24	Transfers: 3
Rescue 3 Responses Emergencies: 10	Transfers: 5
Rescue 4 Responses Emergencies: 5	Transfers: 4

Burn Permits: 4 Training Hours: 27 Non-Emergencies: 3

Monthly Report December 2024

CALAIS FREE LIBRARY

# Visitors: Adults: 855	# Visitors: Children's: 191
# Programs: Adults: 3	# Program Participants: 42
# Programs: Children's: 13	# Program Participants: 90
# Non-library sponsored Programs: Adults: 13	# Program Participants: 12
# Programs non-library sponsored: Children's: 1	# Program Participants: 5
# New Members: Adult: 1	# New Non -Resident: 1
# Items Cataloged: 72	# Circulation Renewals: 186
# Circulation Totals: Adults: 432	# Circulation Totals: Children's: 273
# eBooks: 23	# Audio Downloads: 35

The library was closed on December 24th due to a snowstorm. It was closed on December 25th for Christmas.

The Adult Christmas Craft Night was a huge success! There were 31 participants and six tables with presenters. We received positive feedback, and several people posted about their wonderful experience. We are looking forward to next year's Christmas Craft Night.

Kids Christmas Craft Week was also a success! I emailed information about the activities to the local schools and to outlying schools. Katie had a good variety of projects ranging from gingerbread men cookie decorating to making a natural centerpiece.

The library joined in the lighting of downtown and with custodian Dan's help we were able to light up in front of the library and the Main Entrance Walkway area plus, on the balcony, we had a lighted tree. The tree on the balcony is welcoming to the walkers on the walkway and also seen on the inside through the large picture window.

I took a few much-needed vacation days over Christmas week. It was good to have time with my family.

I am happy to announce that this library received a John Henry Eldred, Jr., Foundation grant of \$5,000.00. The grant is for children's non-fiction items. Some of the categories will be Careers, Transportation, Animals, Government such as; presidents, presidents wives, etc.... I am working on a list of items to order under the awarded grant.

The library staff would like to congratulate Robert "Skeete" Seelye on his 40 years of service to the city. Congratulations Skeete!

Respectfully submitted, Joyce Garland, Director

Our winter sports season continues with our 3rd/4th, 5th/6th, and 7th/8th grade rec leagues playing throughout the week. Play will continue through this month, with playoffs starting in February. Our Men's Basketball League basketball league is underway, we have 6 teams playing this year. They play every Sunday, with games at 10:00, 11:15, and 12:30.

This is the second year of our new K-2 basketball league. We have around 50 kids participating this year. The numbers are up over 15 kids over last year. The league seems to be huge hit. The rec center is packed with fans every Saturday afternoon. We have 4-teams playing Saturday at 11:30 and 12:30. The teams practice once a week.

Work continues with the 29th annual Maine State Cheering Comp. Registration packets are being sent out this week. The comp is shaping up to be one of the biggest comps ever. We have some new vendors coming this year, along with the vendors that have been with us for years. I have had several meetings with the Cross Insurance Center, and I have one more meeting with them to finalize everything. The comp is scheduled for Sunday March 2nd.

The rec cheer teams have started practicing for their upcoming events. This year we have four Calais teams competing in the program. The teams will be competing in three comps this year, one in Ellsworth, Calais, and The State Comp in Bangor.

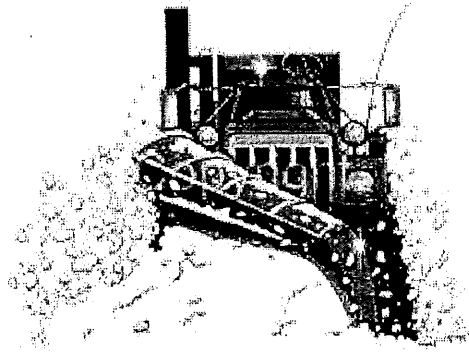
Sign ups for the Calais Travel Team will take place this week. We will be having four teams again this year. We have 5th & 6th grade girls and boys teams and 7th & 8th grade boys and girls teams. We have registered all four teams in three tournaments so far. They will be playing in Veazie, Old Town, and Belfast. We will get them in a couple more tournaments.

Calais Recs Jr High Basketball is underway. The girls have a record of 5 wins and 0 losses. The girls team scrimmaged the Shead JV team and up winning that game. The girls have a tournament in St Stephen on Jan 18th & 19th. The boys' record stands at 6 wins and 2 losses. Amber McIver is coaching the Boys team again this year. Ed Leeman, Joey Craig, and Maddison McVicar are coaching the girls team.

The skating rink is set up at the Miltown courts. The rink should be ready to skate on by January 11th. Thanks to public works for helping set it up.
Sincerely,

Craig Morrison
Calais Rec. Director

CALAIS PUBLIC WORKS



DECEMBER 2024

As I write this report I have been thinking about this being the end of 2024. For myself and my family it has been a terrible year. But also with that we are very thankful for this City as well as a lot of the county for the support we have gotten. I can't start to name everyone because I know I will forget somebody. The Mayor, City Council, Manager as well as all City employees we owe you all. I will never forget what everyone has done for us. Tina is slowly improving. I still travel to Boston to be with her every weekend.

During the month we got a lot accomplished. We put up a very nice christmas tree that was donated by Mingo's. The crane truck we used to stand it up was donated by Border Electric. We had it decorated just in time for the parade. The crew put out barricades on every street entering Main Street for the parade. Other things that were done in the downtown area were the benches and barrels were removed from the sidewalks for winter. The two poles for the security cameras were installed in the Triangle Park. The crew went around town and trimmed trees that were hanging over the sidewalks that hit the sidewalk plow. Also as far as trees, EMEC removed a dangerous tree on Spring Street for us and we cleaned it up. The crew also cleaned up trees on King St. and Winter St. Millings were spread on the transfer station road hopefully they will stay put for the winter. Also this month we have plowed 3 times as well as treated the roads. The guys cold patched Customs Street, Calais Ave and Lafayette St. The rain gutters were cleaned at the library and the guys helped Craig with the skating rink.

At the Transfer Station 7 containers were hauled. The guys collected \$565.50 for sticker sales and \$196.00 in tipping fees. Free weekend was busy as it usually is. I received the invoice today for the extra container rentals for free weekend it was \$700.00 not to include transportation to the landfill or tipping fees for the disposal.

I am pleased to say thing were slow at the cemetery this month with 1 cremation and 1 burial.

Respectfully Submitted
Robert Seelye
Public Works Director



Chief David Randall
Calais Police Department
P.O. Box 413
Calais, Maine 04619
207-454-2752
Fax: 207-454-2764

Calais Police Department December 2024 Monthly Report

Activity of note:

We assisted with the Christmas parade on the 6th and there were no issues. There appeared to be a smaller crowd this year, but that may have been due to the cold weather. We were assisted by Calais Fire-EMS and US Customs again this year.

On December 16th, 2024, I attended a briefing on *Tren de Aragua (TdA)* which was hosted by U.S. Customs & Border Protection, Homeland Security Investigations, Enforcement & Removal Operations, and the Office of Intelligence & Analysis.

Sgt McCann has been working with Police App and National Testing Network to advertise our open patrol jobs. Sgt McCann was able to locate these resources and has been working to get us free advertising. Both are nationwide advertising for police and fire jobs.

Training: On the 11th of the month Sgt McCann and I received civil rights training sponsored by the Maine Attorney General's office. On the 16th of the month, I received training for the United States Secret Service on Preventing Mass Attacks in Our Communities. I am also scheduled to receive training from the US Secret Service on Enhancing School Safety Using Behavioral Threat Assessment.

Statistics: See attached reports for department incidents for the month of December 2024.

Chief David Randall
Calais Police Department

CALAIS POLICE DEPARTMENT

P.O. BOX 413
CALAIS, ME 04619

Print Date 01/01/2025

Record Count 71

Module Incident Query Result

Query Summary

Incident #	Other #	Event #	Date Reported	Time Rptd	Offense Code	Code Description
24-001490		24-001490	12/31/2024	19:30	Assist IE	Assist Law Agency
24-001488		1	12/31/2024	10:14	No ME Case	Natural Death
24-001489		1	12/31/2024	11:25	Investigation	Investigation
24-001487		1	12/30/2024	11:25	911 Hang-up	911 Call Hung Up or Disconnected 0
24-001486		24-001486	12/28/2024	20:01	29-A.2414.3	Eluding an Officer
24-001485		1	12/28/2024	10:00	Investigation	Investigation
24-001483		24-001483	12/27/2024	14:46	Assist IE	Assist Law Agency
24-001484		24-001484	12/27/2024	18:22	Investigation	Investigation
24-001482		24-001482	12/27/2024	14:45	Traffic - general	Traffic complaint
24-001481		1	12/26/2024	15:05	Assist IE	Assist Law Agency
24-001478		1	12/26/2024	05:39	Well Being Check	Check Well Being or Security of Named Perso
24-001479		1	12/26/2024	06:02	Motor Vehicle Stop	
24-001476		1	12/24/2024	05:00	Civil Assist	Assist with Non-Criminal Matter
24-001477		1	12/24/2024	08:11	Traffic - general	Traffic complaint
24-001473		1	12/23/2024	10:05	Assist IE	Assist Law Agency
24-001474		1	12/23/2024	10:06	Well Being Check	Check Well Being or Security of Named Perso
24-001475		1	12/23/2024	13:57	Civil Assist	Assist with Non-Criminal Matter
24-001471		1	12/23/2024	08:00	Intell	Intelligence Report (Can Be Update to Offen
24-001472		1	12/23/2024	10:04	Alarm (Other)	Any business alarm , etc.
24-001469		1	12/20/2024	13:58	Well Being Check	Check Well Being or Security of Named Perso
24-001470		24-001470	12/20/2024	15:15	Probation Hold	Probation Hold
24-001468		1	12/20/2024	09:22	Investigation	Investigation
24-001467		24-001467	12/19/2024	15:45	15 1092	Viol. of Conditions of Release
24-001466		1	12/19/2024	14:30	Suspicious Activity	Activity Requiring Investigation
24-001464		1	12/19/2024	07:56	Traffic - general	Traffic complaint
24-001463		24-001463	12/18/2024	20:47	Assist IE	Assist Law Agency
24-001462		1	12/18/2024	15:18	Suspicious Activity	Activity Requiring Investigation
24-001460		1	12/18/2024	14:09	Warrant	Warrant

Incident #	Other #	Event #	Date Reported	Time Rptd	Offense Code	Code Description
24-001461		1	12/18/2024	14:17	SOR	Sex Offender Registrant
24-001459		1	12/18/2024	04:05	Traffic - general	Traffic complaint
24-001452		1	12/17/2024	11:09	Civil Assist	Assist with Non-Criminal Matter
24-001456		24-001456	12/17/2024	16:33	Intell	Intelligence Report (Can Be Update to Offen
24-001449		1	12/17/2024	06:25	SOR	Sex Offender Registrant
24-001450		1	12/17/2024	10:56	investigation	investigation
24-001453		1	12/17/2024	11:00	investigation	investigation
24-001455		24-001455	12/17/2024	16:07	Traffic - general	Traffic complaint
24-001457		24-001457	12/17/2024	16:42	Traffic - general	Traffic complaint
24-001454		24-001454	12/17/2024	12:00	Traffic - general	Traffic complaint
24-001451		1	12/17/2024	11:04	Traffic - general	Traffic complaint
24-001458		24-001458	12/17/2024	17:08	Traffic - general	Traffic complaint
24-001448		24-001448	12/13/2024	19:21	Assist LE	Assist Law Agency
24-001445		24-001445	12/13/2024	14:00	15 1092	Viol. of Conditions of Release
24-001447		24-001447	12/13/2024	17:53	investigation	investigation
24-001444		24-001444	12/12/2024	22:24	29-A 2411	Operating Under The Influence
24-001441		1	12/12/2024	12:08	Well Being Check	Check Well Being or Security of Named Perso
24-001446		24-001446	12/12/2024	15:34	investigation	investigation
24-001442		1	12/12/2024	12:17	Building Check	Unsecured Building
24-001440		24-001440	12/11/2024	19:39	Well Being Check	Check Well Being or Security of Named Perso
24-001439		24-001439	12/11/2024	15:44	investigation	investigation
24-001435		1	12/10/2024	07:24	Alarm	Alarm Response (Business or Residence Secur
24-001438		24-001438	12/10/2024	16:20	Assist Motorist	Assist Motorist
24-001437		24-001437	12/10/2024	14:00	Civil Assist	Assist with Non-Criminal Matter
24-001436		24-001436	12/10/2024	13:15	Municipal Ordinance	Municipal Ordinance Violation
24-001434		1	12/08/2024	07:30	Assist Other	Assist Other Agency
24-001433		24-001433	12/06/2024	21:30	Assist LE	Assist Law Agency
24-001443		1	12/06/2024	12:48	17-A 353 (1)(A)	Theft by Unauthorized Taking or Transfer (C
24-001431		24-001431	12/06/2024	13:10	Motor Vehicle Stop	Motor Vehicle Stop
24-001432		24-001432	12/06/2024	14:00	Motor Vehicle Stop	Motor Vehicle Stop
24-001428		1	12/05/2024	08:32	Well Being Check	Check Well Being or Security of Named Perso
24-001429		24-001429	12/05/2024	22:25	Motor Vehicle Stop	Motor Vehicle Stop

Incident #	Other #	Event #	Date Reported	Time Rptd	Offense Code	Code Description
24-001424		24-001424	12/04/2024	18:26	Alarm	Alarm Response (Business or Residence Secur
24-001422		24-001422	12/04/2024	14:24	Alarm	Alarm Response (Business or Residence Secur
24-001426		24-001426	12/04/2024	21:47	Noise Complaint	Noise Complaint Reported
24-001423		24-001423	12/04/2024	17:18	Traffic - general	Traffic complaint
24-001427		24-001427	12/04/2024	18:17	Criminal Trespass	Criminal Trespass Notice
24-001425		24-001425	12/04/2024	18:26	Motor Vehicle Stop	
24-001417		1	12/03/2024	11:57	PAPER SERVICE	PAPER SERVICE
24-001419		24-001419	12/03/2024	13:53	Traffic - general	Traffic complaint
24-001420		24-001420	12/03/2024	22:29	Motor Vehicle Stop	
24-001416		1	12/02/2024	12:38	Criminal Trespass	Criminal Trespass Notice
24-001421		24-001421	12/01/2024	23:00	Parking - Snow	Parking Complaint for Snow Removal

OLVER ASSOCIATES INC.

ENVIRONMENTAL
290 MAIN STREET

ENGINEERS
WINTERPORT, MAINE

MONTHLY OPERATIONS REPORT
FOR
CALAIS POLLUTION CONTROL FACILITY

NOVEMBER, 2024

1. OVERVIEW

This report summarizes the major activities that occurred, and the issues that were addressed, at the Calais Pollution Control Facility for the month of November, 2024. The facility was in complete compliance with all license standards. All ten pump stations were also in complete compliance.

2. REGULATORY COMPLIANCE

The effluent total suspended solids (TSS) at the treatment plant averaged 10 mg/l (milligrams per liter) versus a license limit of 30 mg/l. The maximum effluent TSS result for the month was 14 mg/l versus a license limit of 50 mg/l. The TSS percent removal was 96%. (The minimum removal rate is 85%.)

Effluent biochemical oxygen demand (BOD) at the treatment plant averaged 9.1 mg/l versus a license limit of 30 mg/l. The maximum effluent BOD result for the month was 13 mg/l versus a license limit of 50 mg/l. The BOD percent removal was 96%. (The minimum removal rate is 90%.)

3. PROCESS CONTROL/SAFETY

The plant's effluent quality has continued to be excellent and its process control values were within the desired ranges for most parameters monitored for the month.

4. MAINTENANCE / HOUSEKEEPING

Key areas of focus during November included the following projects:

- Cleaned wet well area
- Cleaned Press Room
- Wiped press feed pumps down removed oil build up
- Changed belt on wet well exhaust fan
- Unplugged and cleaned grit classifier several times
- Had power outage on 11/7/24. All station alarms came through SCADA system
- Performed monthly maintenance
- Performed pump station checks
- Pulled #1 and #2 influent pumps and cleaned out debris
- Performed closed landfill sampling
- Added oil to press feed pumps
- Sent samples out for mercury testing
- Had new lights installed in chlorine room
- Had new tank light installed, old one was severely corroded
- Worked on plant water pump basket strainer
- Cleaned secondary clarifiers
- Cleaned primary clarifiers
- Had Border Electric work on control panel to aerators and grit classifier due to power single phasing, replaced contactors
- Ran and performed inspection on portable generator
- Ordered lab supplies
- Dan and Buck went to Bangor for license testing
- Cleaned laboratory



Application Copy

File Number: 27785

LICENSE # CAR-12-102041	APPLICATION DATE RECEIVED 2024-12-16
LICENSE TYPE On-Premises: Beer, Wine & Spirits	LICENSEE Bao Lang, Ing.
AGENT NAME	EFFECTIVE DATE 2024-02-27
EXPIRES 2025-02-26	STATUS Active
PREMISES NAME King China	
NEW SECONDARY LICENSE(S) None selected	

QUESTIONS

On-Premises: Beer, Wine & Spirit

1. Is your business and "Doing Business As" (DBA) name registered and in good standing with the Maine Secretary of State? If not, please address this with the Secretary of State before proceeding with this application.

Answer "No" if you are a Sole Proprietor.

No

2. Do licensee or applicant(s) have any interest in any other Maine Liquor License?

No

3. Are all licensees/applicants citizens of the United States?

Yes

4. Are all licensees/applicants residents of the State of Maine?

Yes

5. Is your license for a club with a membership?

No

6. Is your license application for Vessel Corporation?

No

7. Do you have a valid and current health license issued by Maine Department of Health and Human Services OR the Department of Agriculture?

Yes

(document uploaded)

8. Do you allow dancing or entertainment on the licensed premises?
If so, You need to have a a license from the Maine State Fire Marshal.
See <https://www.maine.gov/dps/fmo/plans-review/applications> for more information.

No

9. Will any law enforcement officer directly benefit financially from this license, if issued?

No

10 Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

No

11 Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine?

No

12 Do you have a manager employed?

No

13 Has any of the listed applicants or an employed manager been denied a liquor license within the last 5 years?

No

14 Is any of the listed applicants the spouse, father, mother, child or other immediate family member of a person whose liquor license has been revoked or denied in the last 6 months?

No

15 Has any licensee/applicant or employed manager ever been convicted of any violation of the liquor laws in Maine or any State of the United States within the last 5 years?

No

16 Has the licensee/applicant(s) or manager ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?

No

17 Does the licensee/applicant(s) own the premises?

Yes

18 At which address are your business records located?

180 north st
Calais, Maine 04619

19 What will be your business hours? Please indicate each day's open and close times.

M-T 10:30-9:00pm
F-S 10:00-10:00pm
Sunday 11:00-9:00pm

20 Please provide the name and distance from the premises to the nearest school, school dormitory and place of place of worship, measured from the main entrance of the premises to the main entrance of the school, school dormitory and place of worship by the ordinary course of travel.

2 mi

21 Is your application for a Hotel or Bed & Breakfast?

No

22 What is the gross food income for the licensure period that will end on the expiration date?

\$1,337,227.00

23 What is the gross income from beer, wine, and spirits for the licensing period ending on the expiration date?

\$6,200

24 Do you have a food menu?

Yes
(document uploaded)

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Maine Health or Agriculture License	IMG_0016.jpeg	
Food Menu	IMG_0015.jpeg	

Food Menu	IMG_0014.jpeg
Premises Floor Plan	IMG_0012.jpeg
Corporate Supplemental Form	IMG_0010.jpeg
Corporate Supplemental Form	IMG_0013.jpeg

APPLICANT

Bao Lang, Inc.

DECLARATION

I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

All information provided in this application is accurate and correct. I understand that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.



Application Copy

File Number: 30382

Job Type: New Application

LICENSE TYPE

On-Premises: Beer, Wine & Spirits

APPLICATION DATE RECEIVED

2024-12-30

SECONDARY LICENSE(S)

None selected

LICENSEE LEGAL NAME

St. Croix Club Inc.

LICENSEE TYPE

Corporation

DOING BUSINESS AS

CORPORATE NUMBER

19450032ND

INCORPORATION DATE

1945-11-05

CORRESPONDENCE ADDRESS

P.O. Box 1255 Calais ME 04619

MAILING ADDRESS

PHYSICAL ADDRESS

CONTACT NAME

Brent Lyons

PREFERRED CONTACT METHOD

Email

CONTACT PHONE

(207) 214-6297

ALTERNATE PHONE

FAX

EMAIL

stcroixbowling@gmail.com

CORPORATE STRUCTURE

NAME	POSITION/TITLE	PARENT COMPANY	% INTEREST
Aaron Lank	President		1
John Marchese	Treasurer		1
Michele Takach	Secretary		1
Brent Lyons	Bar Chairman		1

ADDITIONAL INFORMATION

MANAGED BY AGENT

No

PREMISES TYPE

Bowling Center

PREMISES NAME

St. Croix Club Inc

OPERATOR

PHYSICAL ADDRESS

506 Main Street Calais ME 04619

MAILING ADDRESS

P.O. Box 1255 Calais ME 04619

CONTACT NAME

Brent Lyons

PREFERRED CONTACT METHOD

Email

CONTACT PHONE

(207) 214-6297

ALTERNATE PHONE

FAX

EMAIL

stcroixbowling@gmail.com

QUESTIONS

On-Premises: Beer, Wine & Spirit

1. Is your business and "Doing Business As" (DBA) name registered and in good standing with the Maine Secretary of State? If not, please address this with the Secretary of State before proceeding with this application.

Answer "No" if you are a Sole Proprietor.

Yes

19450032ND

2. What is your expected start date?

02/2025

3. Has/have applicant(s) formerly held a Maine liquor license?

Yes

St. Croix Club Inc

506 Main Street

Calais, ME 04619

License # CWC-1990-3031

4. Do licensee or applicant(s) have any interest in any other Maine Liquor License?

No

5. Are all licensees/applicants citizens of the United States?

Yes

6. Are all licensees/applicants residents of the State of Maine?

Yes

7. Is your license for a club with a membership?

Yes

(document uploaded)

8. Is your license application for Vessel Corporation?

No

9. Do you have a valid and current health license issued by Maine Department of Health and Human Services OR the Department of Agriculture?"

Yes
6601

10 Do you allow dancing or entertainment on the licensed premises?
If so, You need to have a a license from the Maine State Fire Marshal.
See <https://www.maine.gov/dps/fmo/plans-review/applications> for more information.

No

11 Will any law enforcement officer directly benefit financially from this license, if issued?

No

12 Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

No

13 Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine?

No

14 Do you have a manager employed?

No

15 Has any of the listed applicants or an employed manager been denied a liquor license within the last 5 years?

No

16 Is any of the listed applicants the spouse, father, mother, child or other immediate family member of a person whose liquor license has been revoked or denied in the last 6 months?

No

17 Has any licensee/applicant or employed manager ever been convicted of any violation of the liquor laws in Maine or any State of the United States within the last 5 years?

No

18 Has the licensee/applicant(s) or manager ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?

No

19 Does the licensee/applicant(s) own the premises?

Yes

20 At which address are your business records located?

506 Main Street
Calais, ME 04619

21 What will be your business hours? Please indicate each day's open and close times.

Tues-Sat 4pm-1am

22 Please provide the name and distance from the premises to the nearest school, school dormitory and place of place of worship, measured from the main entrance of the premises to the main entrance of the school, school dormitory and place of worship by the ordinary course of travel.

Immaculate Conception Church - 1/4 Mile
Calais Elementary School - 1/2 Mile

23 Is your application for a Hotel or Bed & Breakfast?

No

24 Do you have a food menu?

No

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Club Questionnaire	StCroixClub_Questionnaire.jpg	
Corporate Supplemental Form	StCroixClub_Ownership.jpg	
Corporate Supplemental Form	StCroixClub_Affidavit.jpg	
Premises Floor Plan	StCroixClub_FloorPlan.jpg	

APPLICANT

Brent Lyons

DECLARATION

- I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

All information provided in this application is accurate and correct. I understand that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Medical Marijuana Business Licensing Application Applicant

NEW RENEWAL

Applicant Processing Fee: \$250
Public Hearing Advertising Fee: \$60
Non-Refundable

FEES (check all that apply, payable upon approval of Marijuana Facility License):

- Registered Caregiver Annual License: Fee \$250
- Caregiver Retail Store Annual License: Fee \$1,250
- Medical Marijuana Manufacturing Facility Annual License: Fee \$1,250
- Medical Marijuana Testing Facility Annual License: Fee \$500

Total Fees: _____

Medical Caregiver Marijuana Stores, Medical Manufacturing Facilities and Medical Testing Facilities are restricted to certain areas under the City's Zoning Ordinance, Table of Land Uses and are subject to specific setbacks in the City's Medical Marijuana Business Ordinance. All questions should be directed to Code Enforcement at (207) 454-2521 Ext. 1006.

Applicant Name: smoke on The Water Phone #: 207 454 0444

Applicant Address: 376 north st Calais me 04619

Map & Lot of Proposed Licensed Premises: _____

Address of Proposed Licensed Premises: _____

Owner of Proposed Licensed Premises (if different from applicant): Terry Johnson

Owner's Phone #: 207 454 8317

Owner's Address: 21 tree Farm Lane Charlotte me 04666

THE OMISSION OF FACTS OR ANY MISREPRESENTATION OF ANY OF THE INFORMATION ON THIS APPLICATION SHALL BE SUFFICIENT GROUNDS FOR THE REFUSAL OF SUCH LICENSE.

Has the applicant been denied an application for a medical marijuana license by another jurisdiction?

NO YES {If yes, provide an explanation on a separate sheet}

Has the applicant had a medical marijuana license suspended or revoked by another jurisdiction?

NO YES {If yes, provide an explanation on a separate sheet}

Has applicant(s) or any officer, partner, director, stockholder, or member ever been convicted of any violation of the law other than minor traffic violations, in Federal, State, or other court?

- NO YES {If yes, please complete the following):

Name:
Offence:
Disposition:
Date of Conviction:
Location:

Please Attach the Following

- A Medical Marijuana Manufacturing Facility certification, a Medical Marijuana Testing Facility certification, a Registered Dispensary certification, or a Registered Caregiver registration from the Maine Office of Cannabis Policy for the proposed Medical Marijuana Facility.
- [If Applicant is an Individual] Proof that Applicant is at least 21 years of age.
- [If Applicant is Business Entity] Attested copy of Articles of Incorporation/operating agreement/partnership agreement, by-laws, and proof of good standing from the Maine Secretary of State.
- [If Applicant is Business Entity] Names, places of residence (for preceding 3 years), and proof of age for all owners, officers, managers, partners, or other interest holders.
- Proof of Applicant's right, title or interest in the proposed Licensed Premises (i.e., deed, lease, purchase and sale agreement, etc.).
- [For Leased Licensed Premises] Written consent from proposed Licensed Premises' owner for operation of Marijuana Facility.
- [New Applications Only] Proof of valid site plan approval, building permit, certificate of occupancy, and/or any other required land use approvals for proposed Licensed Premises.
- Detailed visual depiction of proposed Licensed Premises, including building footprint, interior layout of floor space, and parking plan.
- [If Medical Marijuana Caregiver Retail Store is proposed] A written narrative [attach separately] detailing how Applicant will ensure that the proposed Medical Marijuana Facility will not sell, give, distribute, or deliver marijuana or marijuana products to persons who are under the age of 21, or who appear to be under the influence of alcohol, inhalants, or other controlled substances.
- [If Medical Marijuana Caregiver Retail Store is proposed] A written narrative [attach separately] explaining how marijuana and marijuana products will be displayed and sold.

Copy of the applicable City of Calais tax map depicting: (a) the proposed Licensed Premises; (b) any preexisting public or private school; (c) any preexisting licensed daycare facility, City playgrounds and parks including City Recreation Center, methadone clinic, or other Marijuana Facility; (d) any preexisting private residence, church, or other religious house of worship; and (e) the distance between the property lines of the proposed Licensed Premises and the property lines of any lot containing a use listed in (b), (c), or (d), above.

An operations plan that, at a minimum, addresses the following with regarding to the proposed Medical Marijuana Facility: (a) hours of operation; (b) safety/security; (c) wastewater; (d) disposal of waste; (e) ventilation and odor; and (f) parking.

If Applicant holds marijuana-related licenses in other municipalities, then the operating name and physical address of such permitted marijuana-related operations.

If Applicant has had a previous Marijuana Facility License from the City of Calais, or any other municipality, denied, suspended, or revoked, then a description [attach separately] of: (a) the circumstances involved; (b) the name and location of such a facility; (c) the date of denial, suspension, or revocation; and (d) the grounds for the denial, suspension, or revocation.

No person may establish, operate, or maintain a Medical Marijuana Facility without first obtaining a license from Calais Planning Board (if needed). It is a violation of this Ordinance for any person to operate a Medical Marijuana Facility without a valid Marijuana Facility license issued by the City of Calais Officials pursuant to this Ordinance.

CERTIFICATE OF APPLICANT AND WAIVER OF CONFIDENTIALITY

I, **Owner/Operator/ Agent of the business**, hereby authorize the release of any criminal history record information to the City of Calais Officials or Licensing Authority. I understand that this information shall become public record, and I hereby waive any rights of privacy with respect hereto. I further stipulate that I am aware that deliberate falsification of the information herein shall be sufficient cause for denial of a license to operate the business. This application is accurate and true to the best of my knowledge.

Applicant(s) signatures:

Signature: Terry Johnson Jr Print: Terry Johnson Jr Date: 12/11/14

Signature: _____ Print: _____ Date: _____

Signature: _____ Print: _____ Date: _____

Signature: _____ Print: _____ Date: _____

Signature: _____ Print: _____ Date: _____

Fire Chief Signature: William Sullivan Police Chief Signature: [Signature]

Comments:
Annually Inspected by State Office too.

Recommendation to Approve Recommendation to Deny

Code Enforcement Officer signature: Andrea Lee Walton Date: 1/7/2025

Application Received Date: 12/11/2024 Time: 9:53 AM

Application Fee \$250 Paid Public Hearing Advertising Fee: \$60 Paid

City of Calais Municipal Officers Approval:

Signature : _____ Date: _____
Mayor Marcia Rogers

Signature : _____ Date: _____
Councilor Kevin Niles

Signature : _____ Date: _____
Councilor Michael Sherrard

Signature : _____ Date: _____
Councilor Elery Beale

Signature: _____ Date: _____
Councilor Peter Foster

Signature: _____ Date: _____
Councilor William Quinn

Signature: _____ Date: _____
Councilor James MacDonald



bridging culture, commerce and community

11 Church Street
P.O. Box 413 Calais,
Maine 04619
207-454-2521
Fax: 207-454-2757
www.calaismaine.org

Medical Marijuana Business Licensing Application Applicant

NEW RENEWAL

Applicant Processing Fee: \$250
Public Hearing Advertising Fee: \$60
Non-Refundable

FEES (check all that apply, payable upon approval of Marijuana Facility License):

- Registered Caregiver Annual License: Fee \$250
- Caregiver Retail Store Annual License: Fee \$1,250
- Medical Marijuana Manufacturing Facility Annual License: Fee \$1,250
- Medical Marijuana Testing Facility Annual License: Fee \$500

Total Fees: _____

Medical Caregiver Marijuana Stores, Medical Manufacturing Facilities and Medical Testing Facilities are restricted to certain areas under the City's Zoning Ordinance, Table of Land Uses and are subject to specific setbacks in the City's Medical Marijuana Business Ordinance. All questions should be directed to Code Enforcement at (207) 454-2521 Ext. 1006.

Applicant Name: Kim McIntick Phone #: 207 214 9850

Applicant Address: 479 Main St Calais Me 04619

Map & Lot of Proposed Licensed Premises: 007-004-018

Address of Proposed Licensed Premises: 479 Main St Calais Me 04619

Owner of Proposed Licensed Premises (if different from applicant): Roger & Margaret Alexander

Owner's Phone #: (207) 454-1163

Owner's Address: 31 Academy St Calais Me 04619

THE OMISSION OF FACTS OR ANY MISREPRESENTATION OF ANY OF THE INFORMATION ON THIS APPLICATION SHALL BE SUFFICIENT GROUNDS FOR THE REFUSAL OF SUCH LICENSE.

Has the applicant been denied an application for a medical marijuana license by another jurisdiction?

NO YES {If yes, provide an explanation on a separate sheet}

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Has applicant(s) or any officer, partner, director, stockholder, or member ever been convicted of any violation of the law other than minor traffic violations, in Federal, State, or other court?

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Name:
Offence:
Disposition:
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Location:

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- [If Applicant is Business Entity] Names, places of residence (for preceding 3 years), and proof of age for all owners, officers, managers, partners, or other interest holders.
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I, Kim McIntick Owner/Operator/ Agent of the business, hereby authorize the release of any criminal history record information to the City of Calais Officials or Licensing Authority. I understand that this information shall become public record, and I hereby waive any rights of privacy with respect hereto. I further stipulate that I am aware that deliberate falsification of the information herein shall be sufficient cause for denial of a license to operate the business. This application is accurate and true to the best of my knowledge.

Applicant(s) signatures:

Signature:  Print: Kim I McIntick Date: 11-22-2024

Signature: _____ Print: _____ Date: _____

Signature: _____ Print: _____ Date: _____

Signature: _____ Print: _____ Date: _____

Signature: _____ Print: _____ Date: _____

Fire Chief Signature: William J. Sel Police Chief Signature: [Signature]

Comments: Annually Inspected by State Office too.

Recommendation to Approve Recommendation to Deny

Code Enforcement Officer signature: Andrea Lu Watton Date: 1/7/2025

Application Received Date: 12/10/2024 Time: 2:27PM

Application Fee \$250 Paid Public Hearing Advertising Fee: \$60 Paid

City of Calais Municipal Officers Approval:

Signature: _____ Date: _____
Mayor Marcia Rogers

Signature: _____ Date: _____
Councilor Kevin Niles

Signature: _____ Date: _____
Councilor Michael Sherrard

Signature: _____ Date: _____
Councilor Elery Beale

Signature: _____ Date: _____
Councilor Peter Foster

Signature: _____ Date: _____
Councilor William Quinn

Signature: _____ Date: _____
Councilor James MacDonald

FOLLOW UP ITEM	STATUS	UPDATED STATUS
<p>WWII Honor Roll for Red Beach Park/Playground 9/1/22</p>	<p>Council has approved the replacement of the honor roll located at the Milltown Park/Playground. Gathering cost estimates for the Red Beach honor roll replacement.</p>	<p>Reconfiguring the layout of the Red Beach playground and location for Veterans Honor Roll. The stone has been ordered and Boone Ridge Construction is scheduled to deliver and place the playground equipment in January if possible. If not, the equipment and the monument will be placed in the Spring.</p>
<p>ATV access along RT. 1 through the Moosehorn 9/23/21</p>	<p>Council approved the request from the Sunrise Trail Coalition to form an Advisory Council between Calais, Baring, and Charlotte. Advisory Council is to submit a proposal to MDOT to use the rail corridor from Ayers Junction to Calais for public recreational use.</p>	<p>The in-person public meeting held at the Moosehorn was well attended and there were many positive comments in support of the trail extension from Ayers Junction. The next step is for the RUAC to make a recommendation to the MDOT.</p>
<p>Calais Waterfront Improvements 9/23/21</p>	<p>Boat ramp repaired by PW, site clearing, and sweepings layed down for a base to create greenspace/picnic area next to snowdump area behind the bowling club. Continue to receive waterfront pier reconstruction costs.</p>	<p>Senator Collins, Senator King, and Representative Golden have all submitted our request for Congressional Direct Spending to the Appropriations Committee in the amount of \$3mm to fund the city Waterfront Pier Project. The new pier has been designed and approved by the civil/structural engineers. The funding for this project has been included in the Transportation, Housing, and Urban Development appropriations bill approved by the US Senate Appropriations Committee.</p>

FOLLOW UP ITEM	STATUS	UPDATED STATUS
City Armory 8/1/23	The State National Guard is considering divesting the Calais Armory.	According to Col Dionne of the Maine National Guard, the Commissioner of the Military Bureau and Veterans Services has ordered an appraisal of the Armory. Once the appraisal amount has been determined, the next step for council is to consider whether to exercise our right of first refusal.
City Emergency Comm Tower 4/1/23	City equipment to be transferred to the tower at Higgins Farm on Magurrewoc Mt.	Equipment is scheduled to be placed from Cemetery site to Magurrewoc upon FCC licensing and approval. The city has recently submitted historical site info to the FCC. Fire/EMS has requested a generator be placed at the Water Tower Site to maintain comms during power outages.
City sidewalks 9/26/24	Citizen complaints of the condition of the city sidewalks	PW Director has inspected the city sidewalks and will be prioritizing by condition to include in the FY 25/26 city paving program.
City Vet Clinic 11/30/23	Previous vet clinic retired two years ago and another vet would greatly benefit the community.	The Ec Dev Director for Calais/Baileyville has made this a high priority item. At a recent DED meeting there was discussion of the possibility of our communities offering a veterinarian scholarship to a local student that's willing to commit to the area upon college graduation. There was also discussion regarding the level of commitment from the communities to recruit a qualified vet candidate to the area.

FOLLOW UP ITEM	STATUS	UPDATED STATUS
Downtown Lamp posts/Lighting 9/28/23	Complete cost analysis for replacement lighting for downtown lamp posts.	Updated 1/2/25 The council has committed to installing 30 new light fixtures to improve the lighting downtown. The funds for this project will come from the city's downtown TIF program.
Property Revaluation for the city 1/1/23	The last city property valuation was performed in 1995.	Updated 1/2/25 Council approved an in-house city-wide revaluation and currently has 150k earmarked to fund the project. The assessor placed notification of the upcoming reval in with the resident tax bills and is currently advertising for two property listers.

DOWNTOWN CHARM GRANT PROGRAM

**Downtown Charm Grant Program
City of Calais**

11 Church Street, PO Box 413, Calais, ME 04619

207-454-2521

assessor@calaismaine.org

DCGP Program Guidance Table of Contents

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I. PROGRAM SUMMARY

City of Calais has established a Façade and Building Improvement Grant Program, Downtown Charm Grant Program, to provide financial assistance to downtown business and property owners located within the established Downtown District (see attached map) who wish to make physical improvements to the exterior of their buildings.

A Façade Improvement Grant may be used for façade improvement activities, including painting, window or door repairs or replacements, signage, awnings, storefront restorations, and other activities outlined under the “Eligible Activities” section of this application package.

A Special Projects & Building Improvement Grant may be utilized for improvements to a building’s structure as well as critical economic development and redevelopment projects.

II. FUNDING AND ADMINISTRATION

Funding for Downtown Charm Grant Program will come from public and private sources, including but not limited to Tax Increment Financing (TIF) funds, donations, and grants. The administration of the Downtown Charm Grant Program (DCGP) will be carried out by the Downtown Charm Committee recommendation to the City of Calais Council according to the procedures and guidelines outlined in this document. The administration and operation of this program shall conform to all federal, state, and local codes.

III. PROGRAM GUIDELINES & ELIGIBILITY

1. Three categories of Downtown Charm Grant Program will be offered:
 - (1) Small Projects Grants up to \$2,500. (Examples of “small projects” include signs, awnings, small paint projects, etc.)
 - (2) Façade Improvement Grants up to \$10,000.
 - (3) Special Projects and Building Improvements (case-by-case basis) Capped at \$15,000.
2. Grants are available for **up to 50% of the actual or estimated cost** of the improvement project and therefore must be matched at a ratio of 1:1. **PLEASE NOTE:** The amount of grant fund reimbursement shall be up to 50% of the actual total UNLESS the actual total is greater

than the estimated total, in which case the grant fund reimbursement shall be up to 50% of the estimated total provided in the grant application.

3. Each applicant may only be awarded one grant in each category. *Recipients of Small Projects Grants will still be eligible to apply for Façade Improvement Grants; however, the maximum Façade Improvement Grant award for a Small Projects Grant recipient will be \$10,000 minus the amount of the Small Project Grant. (Example: if Joe Smith receives a \$2,500 Small Projects Grant, she will be eligible for a Façade Improvement Grant up to \$7,500.)*

4. The grant applicant may be the property owner or the tenant. A tenant must have the property owner's signed approval of the proposed building improvement.

5. A Façade Improvement Grant may only be made to a commercial or mixed-use property located within the defined Downtown District (see map). Please note that properties are eligible for grant funding regardless of occupancy, though a business recruitment plan must be identified and described in the grant application.

6. Applicants who have been awarded a Façade Improvement Grant from a previous round of funding, but have yet to complete the improvements or submit for reimbursement, will not be considered eligible until the original project has been completed.

7. Proposals will be ranked by the following structure; First priority will be given to applicants or sites that have not previously received funding from this program. Secondary priority will go to sites or applicants who have previously completed a successful improvement project through this funding source. Priority will not be given to previous awardees who are yet to complete their originally proposed project.

8. New Applicants and/or Project Sites that have never received funding through this program will receive a bonus point in scoring.

9. Businesses & Entrepreneurs looking to open or expand into Calais by improving the façade of a previously vacant/closed space will receive a bonus point in scoring.

10. Projects utilizing State of Maine Department of Economic and Community Development (DECD) funding must be reviewed by a certified design professional, who will provide concept sketches and assist with securing approval from Maine Historic Preservation Commission.

11. **REIMBURSEMENT:** The applicant will be **reimbursed** for the amount of the grant award only upon completion of the project. Reimbursement will not be made for work completed prior to grant application acceptance. Please see “Section VI. Application Process & Timeline” for more details.

12. Compliance with design standards as suggested in the Design Guidelines attached to the end of this packet.

13. All projects must be completed by a time limit that is set by the DCGP committee, unless special arrangements are made and approved by DCGP. Approved “Special Projects & Building Improvements” may be subject to an extended special consideration deadline as determined in concert with the DCGP Committee.

14. DCGP reserves the right to utilize project illustrations and images (prior to and after work is completed) for the purposes of marketing and/or branding.

IV. ELIGIBLE ACTIVITIES

Use of grant funds is restricted to eligible improvements to the exterior of buildings/structures. Eligible activities are listed below. Because it is likely that façade improvement requests will exceed the available funds, activities have been categorized as either High Priority or Low Priority. In general, DCGP will seek to fund High Priority activities before providing assistance for Low Priority activities.

Eligible Activities – High Priority:

- Signage (*The Design Guidelines strongly encourage perpendicular signage. See the Design Guidelines attached to the end of this packet for additional information.*)
- Awnings
- Storefront Improvements
- Restoration of original/historical windows, doors, and trim where possible
- Repair or replacement of windows, doors, and trim
- Cleaning and/or painting of wood surfaces
- Cleaning and/or repointing of surface brick or stone
- Re-painting of brick, stone or cement
- Removing paint from brick or stone
- Exterior lighting
- Outdoor seating
- Streetscaping improvements
- Removal of “modernization” efforts and/or inappropriate non-historic alterations/additions

- Murals and Art & Design Elements
- Improvements visible from the Concourse parking area

Eligible Activities – Low Priority:

- Cleaning and repair or installation of approved siding
- Roofing visible from street-level
- Removal or repair of fire escapes
- Landscaping
- Screening for trash receptacles
- Security cameras
- Interior lighting

Ineligible Activities:

- Purchase of commercial property/equipment
- New construction
- Renovations started prior to approval for grant

V. DOWNTOWN CHARM GRANT PROGRAM COMMITTEE

1. The DCGP Committee will include one member from the City of Calais Council, one member from the City of Calais Planning Board, the Economic Development Director, one member from the Calais Downtown Revitalization Committee, and one Calais Resident Volunteer. The City Manager and Code Enforcement Officer would advise the Committee, but due to conflicts cannot be on the Committee.
2. The DCGP Committee will give recommendations to the City of Calais Council for final approval.

VI. APPLICATION PROCESS & TIMELINE

1. ***To apply for a Façade & Building Improvement Grant, fill out the attached form and return it to the Code Enforcement Officer or City Manager by the appropriate deadline.*** Please be sure to include any available drawings and descriptive information on the design of the project and products to be used. You must also provide both material and labor cost estimates for each item. (See the attached form for more details).
2. The Downtown Charm Grant Program Committee will review and score each application and will make announcements of awards on March 27, 2025.
3. Successful applicants may begin improvements any time after receiving official grant award notification. ***No improvements begun prior to award notification will be eligible for reimbursement.***

4. Upon completion of a Façade Improvement Grant project, the business/property owner shall submit paid bills/invoices for the work to DCGP, as well as photographic evidence of the completed work; these documents should be e-mailed to assessor@calaismaine.org , hand deliver to the Code Enforcement Office at the City Building, 11 Church Street, Calais, ME 04619 or Mail to City of Calais Attn: Code Enforcement Office PO Box 413, Calais ME 04619. DCGP and/or the Code Enforcement Officer or City Manager will then perform an inspection to determine that the work was completed in accordance with the original grant application and cost estimates.

5. Reimbursement will be processed within 2-4 weeks upon satisfactory inspection. Reimbursement will be made in the form of a mailed check; mail delivery time will further extend the reimbursement timeline.

VII. SELECTION CRITERIA

Mandatory Criteria

DCGP Applicant Checklist (Incomplete applications will not be scored):	
___	Completed DCGP Grant Application Form (and any available photos, design sketches, &/or cost estimates)
___	Completed DCGP Budget Form
___	Signed DCGP Applicant Agreement and Disclosure Statement
___	Comply with the Required DCGP Program and Design Guidelines.

Scored Criteria

Each Façade and Building Improvement Grant Program application will be scored according to the following criteria:

01. Compliance with the Design Guidelines *(15 points)*
02. Potential impact on the attractiveness of the building/business *(15 points)*
03. Priority of eligible activity *(20 points)*
04. Potential impact on the attractiveness of the downtown streetscape as a whole *(25 points)*
05. Financial feasibility *(10 points)*
06. Long-term value/viability/project endurance *(15 points)*

DCGP anticipates that there will be more demand than available funds. Funding will be provided to those applications receiving the overall highest scores until the grant fund is exhausted. The Downtown Charm Grant Program Committee reserves the right to deny funding to any applicant

who does not comply with the required or suggested design guidelines. Should there be a lack of qualified applications, all remaining grant funds may not be awarded.

Required Design Guidelines

1. Planned improvements must preserve the architectural integrity of the building and adhere, where possible, to the original design of the façade. Improvements within the Business District must be in compliance with the Business District Revitalization Ordinance.
2. Only appropriate means of cleaning buildings will receive funding.
3. Vinyl and aluminum siding are inappropriate materials for covering historic structures and the use of those and similar inappropriate façade coverings will not be funded.

VIII. COMPLIANCE REQUIREMENTS

Recipients of the Downtown Charm Grant Program agree to comply with all applicable local, state, and federal rules, laws, and regulations. This includes, but is not limited to, adherence to the Land Use Codes, the Building and Property Maintenance Ordinance, and the Business District Revitalization Ordinance. Compliance with these regulations ensures that all projects align with the legal and community standards established to promote sustainable and responsible development within the district.

IX. FEDERAL FUNDING & LABOR STANDARDS COMPLIANCE

Federal Labor Standards are statutory provisions dealing with construction projects, including façade improvements that receive federal funds such as the CDBG Community Enterprise funds. Contracts in excess of \$2,000 which employ craftsmen, mechanics and/or laborers for construction-related activities shall contain provisions with respect to minimum wages and fringe benefits set by the federal Department of Labor, also known as Davis-Bacon wages. In general, if grant funds are used solely to purchase materials and/or for contracts less than \$2,000, the federal labor standards may not apply. If it appears that labor standards may be applicable, City of Calais will aid in planning the use of labor and materials so that any compliance requirements can be kept to a minimum.

X. AMENDMENT

With the use of the DCGP Funding, program guidelines, and eligibility may be amended upon final approval of the DCGP Committee and City of Calais Council. All amendments to program

guidelines and eligibility shall be pursuant to all state and federal regulations, which may apply to activities covered by this program.

**Downtown Charm Grant Program - Grant Application
Downtown Calais, ME**

Due March 3, 2025

I. DCGP Application

DCGP Grant Application		
1. Name of Applicant / Grantee:		
2. Please check one:	Landlord ()	Tenant ()
3. Have you or any prior business you have owned, ever received a revolving loan from the City of Calais?	Yes	No
4. Have you received prior local, state, federal, and/ or private sector grant funding for your building (e.g. Community Dev. Block Grant)?	Yes, Grant Name(s) & Year(s)	No
5. Have you previously applied to DCGP?	Yes	No
5a. If yes, were you awarded funding?	Yes	No
5b. If awarded funding, did you complete the project as described in your application?	Yes	No
6. Business Name, if applicable:		
7. Number of Employees, if applicable:		
8. Property Address:		
9. Is your property on the National Historical Registry?	Yes, Reference Number:	No
10. Is your building vacant? (Y/N) If so, how will this grant facilitate business recruitment?		
11. Mailing Address (if different from above):		
12. Contact Information:	Phone	
13. Contact Information:	Email	
14. Grant Request Amount:	\$	

15. Planned Improvements (Please check all that apply.)

(1) High Program Priority

<input type="checkbox"/> Awning	<input type="checkbox"/> Cleaning &/or repointing of surface brick or stone
<input type="checkbox"/> Signage	<input type="checkbox"/> Re-painting of brick, stone, or cement
<input type="checkbox"/> Storefront Improvements	<input type="checkbox"/> Removing paint from brick or stone
<input type="checkbox"/> Restoration of historical/original windows, doors, &/or trim where possible	<input type="checkbox"/> Removal of “modernization efforts” &/or inappropriate non-historical alterations/additions
<input type="checkbox"/> Repair or replacement of windows, doors, &/or trim	<input type="checkbox"/> Cleaning &/or painting of exterior surfaces
<input type="checkbox"/> Exterior lighting	<input type="checkbox"/> Mural &/or Art & Design Elements
<input type="checkbox"/> Outdoor Seating (e.g. bench)	<input type="checkbox"/> Streetscaping improvements (e.g. designated crosswalks)

(2) Low Program Priority Activities

<input type="checkbox"/> Cleaning and repair or installation of approved siding	<input type="checkbox"/> Cleaning &/or painting of interior surfaces
<input type="checkbox"/> Security Cameras	<input type="checkbox"/> Roofing visible from street-level
<input type="checkbox"/> Interior lighting	<input type="checkbox"/> Screening for trash receptacles
<input type="checkbox"/> Removal or repair of fire escapes	

16. Please provide a brief written description of each proposed activity.

For example: (1) Painting – Paint entire street façade with 3 colors, a base wall color, a trim color and an accent color. (2) Sign – Remove existing internally illuminated sign and replace with a new projecting externally illuminated sign. (3) Install a new awning at main entry.

additional space provided on next page

17. To complement the written description, please attach a photo(s) and/or design sketch(es) to help the Committee understand where each proposed activity will take place and/or what it might look like. A completed design is not necessary.

18. Please describe the estimated project timeline for project completion as well as the long-term maintenance plan that will be in place to protect the façade improvements.

Start Date:

End Date:

Timeline description:

Long-term maintenance plan:

19. Which fund are you applying for? (check all that apply)

- Small Projects Grants (up to \$2,500)
- Façade Improvement Grant (up to \$10,000)
- Special Projects & Building Improvement (Capped at \$15,000)

20. Estimated Cost* of Improvements: _____

**Using the attached Budget Form. A formal bid is not required at this stage.*

21. Total Project Amount: _____

22. Applicant’s Signature

I have read and understand the attached guidelines. I understand that this is a matching grant program, and that money is granted on a reimbursement basis, following completion of work. I also understand that improvements not formally approved by the Façade & Building Improvement Advisory Committee will not be funded.

Applicant’s Signature _____
Date

23. Landlord’s Acknowledgement (if Applicant is a Tenant)

I am the landlord of the above address, I have been informed of the Applicant’s intention to perform the improvements described in the attached documentation, and I hereby approve the proposed improvements.

Landlord’s Signature _____
Date

24. Landlord’s Contact Information

Landlord’s Full Name: _____
Landlord’s Address: _____
Landlord’s Email: _____
Landlord’s Phone: _____

II. Applicant Agreement and Disclosure Statement:

By signing and submitting this application, the applicant hereby agrees to the following:

1. The information submitted herein is true and accurate to the best of my (our) knowledge. I understand that this information is being submitted to the DCGP Committee so that they can decide to make a grant and that the DCGP Committee is relying on this information. I give permission to DCGP to research the building’s history, research the applicant’s history, contact respective financial institutions, and perform other related activities necessary for the reasonable evaluation of this proposal.
2. I give permission to DCGP to utilize project illustrations and images for the purposes of marketing and/or branding.

3. I (we) have read, understand, and agree to comply with the requirements and conditions of City of Calais’s Downtown Charm Grant Program and hereby agree to comply with the DCGP Program Guidance document.
4. I have not paid anyone employed by the City of Calais or DCGP Committee Members to help in obtaining this grant.
5. I acknowledge that any work commenced before grant approval by the DCGP Committee, and a signed grant agreement is an unallowable expense and will not be reimbursed by DCGP. I understand that this is a matching grant program, and that money is granted on a reimbursement basis, following completion of work. I also understand that improvements not formally approved by DCGP will not be funded.
6. I understand that the project must be completed as agreed by that is set by the DCGP committee, or as extended in writing as necessitated by extenuating conditions. Approved projects within the category of “Special Projects & Building Improvement” may be eligible for an extended timeline as determined in consultation with the DCGP Committee.
7. I agree and acknowledge that: (a) the acceptance of this application does not commit DCGP to enter into an agreement, to pay any costs incurred in its preparation to participate in subsequent negotiations, or to contract for the project; (b) the acceptance of this application does not constitute an agreement by DCGP that any contract will be entered into by DCGP or that any application shall be granted; (c) DCGP expressly reserves the right, in its sole discretion and for any reason, to reject any or all applications (whether or not an application meets the guidelines, criteria, or other grant requirements) or to request more information from the applicant; (d) all decisions of DCGP, including whether to accept or reject an application, are final, non-reviewable and non-appealable, and the undersigned applicant waives any and all claims, including without limitation, claims for damage or loss, against DCGP, its agents, employees, officers, or others acting on its behalf in connection with this grant program, arising out of or related to the grant process, including without limitation, any claims that a rejected application should have been granted.
8. Should assistance be provided, I agree:
 - a. To comply with all applicable provisions of federal statutes and regulations concerning equal employment opportunities for persons engaged in rehabilitation work undertaken in connection with program assistance.
 - b. To keep such records as may be required by DCGP in connection with the work to be assisted.

c. To not discriminate upon the basis of race, color, sex, sexual orientation, marital status, disability, religion or national origin in the sale, lease, rental, use or occupancy of the property to be assisted.

d. To allow no member of the governing body of DCGP to have any interest, direct or indirect, in the proceeds of any loan or in any way contract entered into by the borrower for the performance of work financed, in whole or in part, with the proceeds of the loan.

e. That NO financial assistance will be provided if the project involves the permanent and involuntary displacement of tenants unless the applicant agrees to provide financial assistance to the tenants at levels consistent with the Federal Relocation and Real Property Acquisition Act, as amended. Such assistance granted will not, however, be counted in the private match requirement.

9. Upon conclusion of the facade improvements, I agree to maintain the completed project. I understand there will be no alterations of the completed work without approval from DCGP.

10. I certify that there are no liens other than mortgages against this applicant's property and that all payments to municipal, state, and federal governments are current.

11. The word "I" shall refer to the undersigned applicant, and shall include any corporate or entity applicant.

A. Printed Property Owner Name*: _____

Address: _____

Phone: _____ Email: _____

Property Owner* Signature: _____ Date: _____

*Owner as determined by the City of Calais Tax Assessor's Office

B. Printed Business Owner/Tenant

Name: _____

Address: _____

Phone: _____ Email: _____

Business Owner/Tenant Signature: _____ Date: _____

Business License #: _____

C. If applicant is a Corporation, sign below:

Corporate Name and Seal _____ Date: _____

Witnessed By: _____ Date: _____

Please send your completed application along with all documentation to City of Calais at assessor@calaismaine.org.

1. Small Projects Grant applications are due by 5 pm on March 3, 2025. Notice of award will be March 27, 2025.
2. Façade Improvement Grant applications are due by 5 pm on March 3, 2025. Notice of award will be March 27, 2025.
3. Special Projects & Building Improvement Grant applications are due by 5 pm on March 3, 2025. Notice of award will be March 27, 2025.

Applications must be electronically emailed to DCGP.

Additional Contact Information:

City of Calais
11 Church Street
Calais, ME 04901

Email: assessor@calaismaine.org

Phone: 207-454-2521

**DOWNTOWN CHARM GRANT PROGRAM
PROJECT BUDGET FORM**

DCGP Project Budget – please submit with application form.			
DESCRIPTION OF IMPROVEMENTS (Please break down by activity, such as painting, sign, awning, etc.)	Grantee Amount	DCGP Amount	TOTAL COST
1.			
2.			
3.			
4.			
5.			
6.			
7.			
TOTAL			
Total Project Cost			

**Building And Property Maintenance Ordinance
City Of Calais, Maine**

SECTION 2. PURPOSE/SCOPE:

The purpose of this ordinance is to establish minimum standards for the condition and maintenance of the exterior of all buildings and structures and the premises surrounding said buildings and structures.

SECTION 3. MAINTENANCE REQUIRED:

All buildings and structures, and all parts thereof, shall be maintained in a safe, sanitary and non-hazardous manner. All means of egress shall be kept in good working order and clear of debris. The exterior of all premises and the condition of all buildings, structures and components thereon shall be maintained to prevent and repair deterioration, so that the appearance thereof shall reflect a level of maintenance insuring that the property itself may be preserved safely, and that hazards to the public health, safety and welfare are avoided.

Violations of this ordinance are established when it is demonstrated that conditions found contrary to this ordinance create a risk to public health, safety and welfare.

SECTION 4. MAINTENANCE STANDARDS/BUILDINGS AND STRUCTURES:

Each property owner or mortgagee shall keep all exterior components of every principal and accessory structure in good repair, including but not limited to, walls, roofs, chimneys, cornices, gutters, down spouts, drains, porches, steps, landings, fire escapes, exterior stairs, windows, shutters, doors, and storefronts.

All surfaces shall be maintained free from deterioration, including but not limited to, broken glass, loose or missing shingles or siding, crumbling brick, stone and mortar, and peeling, scaling or deteriorated paint.

SECTION 5. MAINTENANCE STANDARDS/PREMISES AND YARD AREAS:

All premises and yard areas shall be maintained in a safe and sanitary condition, including but not limited to, steps, walks, driveways, fences, retaining walls, trees, shrubs, grass and weeds. If any such area or object constitutes a danger to health or safety, it shall be repaired, replaced, or removed.

All fences, retaining walls or similar structures shall be firmly anchored in the ground and maintained in good structural repair.

Weed and grass shall be kept from becoming overgrown.

All yards or lots shall be kept free of accumulations of trash, garbage, refuse, junk, or other material which may cause a fire hazard or may act as a breeding place for vermin.

SECTION 6. ENFORCEMENT:

The Code Enforcement Officer of the City of Calais shall enforce the provisions of this ordinance. In the event of a violation, the Code Enforcement Officer shall notify the property owner or mortgagee, serving a written notice by certified mail or by hand deliver. Said notice shall explain the nature of the violation and allow no more than 30 days from the date of the receipt of the notice to correct the violation. If the

violation is not corrected within the required time allowed, the property owner or mortgagee shall be subject to penalties as set forth in section 7. All enforcement actions taken by the Code Enforcement Officer pursuant to the Building and Property Maintenance Ordinance may be appealed by an aggrieved party only to the Superior Court pursuant to Rule 80.B of the Maine Rules of Civil Procedure. (Amended 12/09/21)

SECTION 7. PENALTIES:

Any person who violates any provision of this Ordinance commits a civil violation punishable by a civil penalty of \$25 for each day the violation continues beyond the allotted correction period as referenced in Section 5. In addition, the City may pursue all remedies and relief available at law and/or in equity, including without limitation the remedies and relief provided 30-A MRSA §4452.

SECTION 8. SEVERABILITY:

If any section, subsection, clause, paragraph, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portions shall be deemed to be a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

SECTION 9. AUTHORITY:

This Ordinance is adopted as a local building code ordinance pursuant to 30-A MRSA §3001 and 30-A MRSA § 3007 (2)

SECTION 10. EFFECTIVE DATE:

This Ordinance shall be effective upon adoption by the City Council of the City of Calais pursuant to City Charter authorization.

ADOPTED: 8th of October 2015 by the City Council of the City of Calais