

Town of Houlton

Annual Report 2023



21 Water Street, Houlton, ME 04730



Houlton Town Council

2022/2023

Left to Right

Secretary Susan Tortello, Jane Torres, Chairman Christian
Robinson, James Peters, Edward Lake, Mark Horvath,
Eileen McLaughlin

Administrative Officials

Town Manager, Purchasing Agent & Emergency Management Director	Marian Anderson* Until October 2023
Town Clerk, Municipal Agent, Election Warden Registrar of Voters, Deputy Treasurer, & Deputy Tax Collector	Khylee Wampler
Airport Director, Public Works & Parks Maintenance Director	Christopher Stewart
Ambulance Director, Fire Chief & Cemetery Director	Milton Cone
Animal Control Officer	Jasmine Cyr
Assessor	Theresa Duff
Civic Center Supervisor	Haley Nickerson** Until 11/1/2023
Code Enforcement Officer, Plumbing Inspector & Local Health Officer	Benjamin Torres
Deputy Town Clerk, Deputy Registrar, GA Clerk, & Accounts Payable	Gail Cleary
Grant Writer/Community Dev. Director	Nancy Ketch
Parks & Recreation Director	Marie Carmichael*** Until 7/31/2023
Police Chief	Timothy DeLuca
Tax Collector & General Assistance Administrator	Emily Mills
Treasurer	Kimberly Denbow

- Tim DeLuca, Interim Town Manager, October 2023*
- Owen Gallop, Parks & Recreation Director, August 2023***

Elected Officials

Town Council (Three-year Terms)

Date Indicates Expiration of Term

Christian J. Robinson, Chair - 2024
Edward M. Lake – 2024

Eileen E. McLaughlin - 2025
Jane Torres – 2025
Susan M. Tortello - 2023

Mark A. Horvath – 2023
James L. Peters – 2023

Directors of the Houlton Water Company (Three-year Terms)

Date Indicates Expiration of Term

Wade Hanson - 2023
Josh McLaughlin, President - 2025

Isaac Brown - 2025
Jon Prescott - 2023

Lynette McLaughlin – 2024
Jody Anderson- 2024

Trustees of the Cary Library (Five-year Terms)

Date Indicates Expiration of Term

Leigh E. Cummings, Jr, Chair – 2023
Kathy Chase - 2026

Forrest W. Barnes – 2024
Iva Sussman – 2027*

Lauren P. Fitzpatrick - 2025

*Replaced by Joseph Cyr

Directors of the School Administrative District No. 29 (Three-year Terms)

Date Indicates Expiration of Term

Frederick Grant – 2025
Ellen Askren – 2025
Margaret York - 2024

Tammy Goetsch - 2024
Susan McLaughlin - 2023
Vacant - 2023

D. Scott White - 2024
Erica F. Peabody - 2023

Board of Budget Review (Three-year term)

Date Indicates Expiration of Term

Vacant - 2023
Vacant - 2023
David Gates, Chair – 2023

Vacant - 2024
Vacant - 2024
Vacant - 2024

Carl Lord Jr. – 2025
Vacant - 2025

Houlton International Airport



Phone 207-538-7997

Fax 207-532-1304

5 Industrial Drive
Houlton, Maine 04730

It remains the goal of Houlton International Airport to provide the highest level of service possible to the flying public, and to further the general aviation interest of the Town of Houlton. Through Houlton International's Fixed Based Operator, we continue to offer the following services:

- Fuel Sales (100LL & JET-A)
- USDA certified re-catering facilities
- Tie downs
- Aircraft Storage (transient & long term)

20,882.9 gallons of fuel were sold at Houlton International Airport in 2023. 7,763.6 gallons of fuel was 100LL, which is a slight decline from 2022, when 8,244.7 gallons were sold. 13,119.3 gallons of JET-A fuel were sold. This also represents a small decrease in gallons sold. The fixed based operator services both local and transient general aviation pilots looking for fuel. 100LL is a self-service pump, while JET-A pump is full service. Both pumps are 24 hours.

As of December 31st, 2023, Houlton International Airports hangar is storing 14 fixed wing aircrafts and 1 experimental aircraft. We have plenty of room for any aircraft looking for future housing. Houlton Internationals revenue being generated from hangar storage is \$15,200.00. This year's hangar cost are as follows:

Single Engine	Nightly	1-Month	6-Months	Full Year
	\$ 20.00	\$ 130.00	\$ 680.00	\$ 1260.00
Twin Engine	\$ 30.00	\$ 175.00	\$ 900.00	\$ 1700.00

2023 entitlement monies from the FAA were signed over to Dexter Airport. The funds will help them finish a project. Dexter will return the \$150,000 in entitlement money in 2025. Houlton International Airport lent the money to Dexter upon their request, as Houlton did not have any upcoming or ongoing FAA approved projects. Entitlement money must be an FAA approved project.

Houlton International Airport received two new pieces of equipment in January of 2023. A 2023 John Deere front wheeled loader, with a 2023 Larue D-50 snow blower attachment. Maine Department of Transportation paid for 90% of this project. 10% was local share.

Once again, the USDA held their annual rabies vaccine drop at Houlton International Airport in August. USDA dropped roughly 360,000 rabies vaccines from the air and land. This is a four-day event.

Houlton International Flying Club, along with Town of Houlton airport staff held an event in July of 2023. The Props and Pistons event went off without a hitch. With around 30 aircraft flying in for the one-day event. Included in the event were a car show, blow up jump houses for the kids, a candy drop, food vendors, and music. What a great day of fun at Houlton International. This event could not have happened without the support from several individuals, most of all the work from the Houlton Flying Club. I look forward to working with this group on perhaps a repeat of the Props and Pistons event.

Public works removed the asphalt and rebased several soft spots in the fixed based operator's driveway entrance and parking area. It has been severely damaged over years of heavy rain and freeze/thaw cycles. With the help of covid funds, Houlton International was able to get this area repaired and paved. Thank you to the Public Works Department for completing this work. A job well done.

Tree harvesting started on the west side of the airport's property. This will continue into the fall of 2024. Town Forester Bruce Wilkins is looking after the cutting crew and process. All money generated from the tree clearing will be put in the Houlton International Airport's improvement account. We are hopeful this project will generate roughly \$50,000-\$75,000.

Had the pleasure of meeting with the new Maine Department of Transportation Airport Director in the fall of 2023. Alan Lambert made the drive north to look at what Houlton International has to offer. Alan and I discussed the airport's success and struggles. Out of the meeting came great conversations on how to grow our airport and funding sources to do so. One great piece of this meeting was that Alan was able to see our airplane tug in action. This piece of equipment is extremely old and outdated. Alan proposed to replace the aging tug with a new electric tug at a 5% cost to the airport. This was great news for the airport. I look forward to Alan revisiting Houlton International Airport soon.

With help from several pilots and volunteers, Houlton International Airport's advisory board committee is back up and running again. The committee went stagnant during the covid years. We are now holding meetings quarterly and are at full capacity. I want to thank all committee members for their devoted time and effort to the airport.

Houlton International Airport received notification that we were awarded the Northern Border Regional Commission Grant for the sum of \$ 978,880. This was an 80/20 grant, with The Town of Houlton putting in \$244,720. This grant was submitted to help the town replace their aging fuel depot. FAA will not put funds into a fuel farm that already exists, making this NBRC grant crucial for much needed upgrades. The current fuel farm has a life span of 30 years, or when the warranty runs out on the below ground tanks. A new above ground system is being engineered by Stantec. With our fingers crossed we are hopeful the new fuel depot will be built and in operation by the fall of 2024.

Houlton International Airport is over 1600 Acres of land, with that much land comes a lot of responsibilities to maintain the grounds, including:

- Repairing several runway/taxi-way lights
- Obtaining fuel license, which requires the operator to be trained and tested on fuel operations.
- Quarterly storm water samples, testing and shipment.
- Keeping airport grounds mowed and trimmed during the summer months, raked and repaired during the spring months, and marked out to be plowed during the fall and winter months.
- Plow and snow blow over 10,000 feet of runway/taxiway and apron asphalt.
- Crack seal and maintain asphalt as appropriate.
- Complete any deficiencies in the airport's annual 5010 report.
- Keep the airport's courtesy vehicle up and running.
- Repairing/maintaining all aspects of buildings located on the property.
- Completing monthly safety checks of buildings.

This is just a small list of the many items that the Fixed Based Operator is responsible for. We have one full-time employee who looks after the day-to-day operations, and myself who serves as the Airport Director.

Houlton International Airport hours of operation are Monday through Friday 7:00 – 3:30 from the end of October to the first week of May. Monday through Thursday 6:00 – 4:30 during the summer months, which begins the second week of May to the end of October.

Respectfully Submitted

Chris Stewart
Airport Director, Houlton International Airport
Airport.FBO@Houlton-maine.com
Office/Fax (207) 532-6223
(24 Hour) Cell: (207) 532-7997

ASSESSING DEPARTMENT

As of 11/30/23 I have completed 6 years as the town's assessor, I am pleased with all that has been accomplished. The BETE and BETR programs have seen an increase in the number of applications, which means more taxpayers are taking advantage of the tax relief programs that they are entitled to. The assessments have been updated and taxpayers should review their property tax information online. This information can be found on the Town of Houlton website at [Assessor's Office - Town of Houlton \(houlton-maine.com\)](http://Assessor's Office - Town of Houlton (houlton-maine.com)) Property Information/Tax Map. All citizens are reminded to stop by the department or call for assistance with any assessing questions.

STATISTICAL DATA

The following is an overview of statistical data for the 2023 tax year as compared to the previous year:

	<u>2023 Tax Year</u>	<u>2022 Tax Year</u>	<u>2021 Tax Year</u>
Taxable Real Estate Valuation	\$385,428,900	\$278,417,200	\$254,493,400
Taxable Personal Property Valuation	\$16,757,600	\$16,264,300	\$15,575,300
Aroostook County Appropriation	\$517,910	\$473,334	\$437,289
RSU #29 Appropriation (Local Share Only)	\$2,275,752	\$2,161,466	\$2,274,167
Total Municipal Appropriation	\$9,173,033	\$8,669,142	\$8,449,045
Total Appropriations	\$12,788,637	\$11,809,743	\$11,664,258
Total Taxes Committed for Collection	\$7,939,835	\$6,292,229	\$6,161,013
Tax Rate	\$20.60	\$22.60	\$22.60

REAL ESTATE MARKET SALES DATA

The assessing office handled **243** real estate transfer documents for the 2023 tax year, as well as many other documents recorded in the Southern Aroostook County Registry of Deeds, such as mortgages, foreclosures, and probate documents.

PROPERTY TAX RELIEF PROGRAMS

The Maine Legislature provides Property Tax Relief through many different programs. The applications, instructions, and other information regarding property tax relief can be found on the State of Maine Revenue Services website. Generally speaking, almost every landowner, homeowner, and business owner, qualify for some form of tax relief, as provided for by the Legislature.

STABILITY TAX PROGRAM: The Stability Tax Program was a new law that was active during the 2023 tax year, but was repealed and no longer available.

HOMESTEAD EXEMPTION: To qualify, homeowners must have owned a homestead in Maine for a minimum of 12 months prior to April 1st and declared the homestead to be their permanent place of residence for 12 months prior to April 1st. Once the application is filed, the exemption remains on the property until the owner sells or changes their place of residence. This exemption in 2023 was \$25,000 of taxable valuation exemption. There were **1292** homestead exemptions granted in 2023.

VETERAN EXEMPTION: Any veteran, or the widow or widower of a veteran, who has reached the age of 62 and served on active duty during a federally recognized wartime period may be eligible for this property exemption. Veterans under the age of 62 who served on active duty during a federally recognized wartime period must be receiving a pension or compensation from the US Government for total disability. This exemption was \$6000 in 2023. There were **123** veteran exemptions granted in 2023.

BLIND EXEMPTION: Individuals declared legally blind by a Doctor of Medicine, Doctor of Osteopathy or Doctor of Optometry might be eligible for the exemption that provides up to the whole value of \$4,000 of taxable valuation exemption.

BUSINESS EQUIPMENT TAX EXEMPTION (BETE): Certain businesses may qualify for an exemption on personal property tax for equipment first subject to taxation on or after April 1, 2008. This exemption is not an automatic exemption and must be applied for annually. This program allows certain personal property to be placed in exempt status, thereby saving the business taxpayer from having to pay the tax. Houlton had **169** businesses participate in this program in 2023, resulting in **\$33,653,600** of valuation exempted! Although the program has been available since 2007, many qualifying businesses still have not filed the necessary paperwork to participate in this exemption program!

BUSINESS EQUIPMENT TAX REIMBURSEMENT (BETR): Certain businesses may qualify for tax reimbursement from the State of Maine on personal property tax paid during the previous year. Taxpayers begin the application process by filing an application form with the local assessor's office, followed by the filing of an application form with Maine Revenue Services. This reimbursement must be applied for annually. This program reimburses the business taxpayer for monies that the taxpayer has already paid! In 2023, **172** businesses qualified for this reimbursement program and over **\$191,435.39** in refunds will be dispersed amongst the **172** participating business taxpayers! This program is also being underutilized and I encourage those that qualify to reach out to me for assistance. Although the program has been available since 2007, many qualifying businesses still have not filed the necessary paperwork to participate in this refund program!

PROPERTY TAX FAIRNESS CREDIT: This program is administered by the State of Maine and applicants may file for this refund program as part of their State of Maine income tax return. Contact information at **207-626-8475** or income.tax@maine.gov

STATE PROPERTY TAX DEFERRAL PROGRAM: This program is administered by the State of Maine and applicants may contact Maine Revenue at **207-624-5600** or prop.tax@maine.gov.

OPEN SPACE TAX LAW: The Open Space Tax Law provides for the valuation of land based on its current use as open space, rather than its highest and best use. To qualify for open space classification, land must be preserved or restricted in use to provide a public benefit.

FARMLAND TAX LAW: The Farm and Open Space Tax Law provides for the valuation of land that has been classified as farmland based on its current use as farmland, rather than its potential fair market value for uses other than agricultural. Property must have a minimum of 5 acres and produce an income from agricultural use. In 2023, we have **18** parcels in this program.

TREE GROWTH TAX LAW: The Maine Tree Growth Tax Law provides for the valuation of land that has been classified as forestland on the basis of productivity value, rather than on just value. A parcel of land must be at least 10 forested acres and produce an income which are harvested for commercial purposes. In 2023, we have **24** parcels in this program.

PROPERTY VALUATION

Property is assessed based on the status of the taxpayer (eligibility for tax exemptions) as well as the location, condition and taxable status of the property as of April 1st of each year in compliance with state statute. However, the tax bills in Houlton cover the time frame of the fiscal year of the town, being January 1st through December 31st.

Mobile homes are considered real estate for property taxation purposes; therefore, an individual buying, selling or moving a mobile home is required to contact the assessor's office to provide information for the updating of ownership records.

The valuation book, digital photography, property tax maps, property valuation reports and real estate transfer tax forms are public records and are available for review at the town office. Citizens are welcome to call or visit the office at any time during regular office hours. Much of this information is available for review on the Town of Houlton website at [Assessor's Office - Town of Houlton \(houlton-maine.com\)](http://Assessor's Office - Town of Houlton (houlton-maine.com))

MARKET ADJUSTMENT PROJECT

The Assessing Department completed this project in 2023. This project increased taxable valuation by \$107,011,700. Although the Assessing Department increased the tax base 27%, the mil rate was only reduced by 2 mils due to the increase in expenses for 2023. Due to the rapidly increasing real estate market, the sales ratio in the Town of Houlton had been reduced in 2023 to 72%. The new values based upon sales and updated modified cost schedules were implemented in 2023 which allowed Houlton to recertify at 100%. Houlton has not had a full revaluation since 2005. Please review your information which is available at the Town Office or on the Town of Houlton website at [Assessor's Office - Town of Houlton \(houlton-maine.com\)](http://Assessor's Office - Town of Houlton (houlton-maine.com))

As Houlton's assessor, I thank the public for their patience through this department's transition, and strongly urge taxpayers to take advantage of the tax relief programs that they may be entitled to. Feel free to contact my office for clarification or assistance with applying for these programs. In closing, my thanks to Emily Crawford for her clerical assistance throughout the year, and to Benjamin Torres for his inspection assistance. There is no way this department could accomplish its goals without their assistance. **Thank you!!**

Respectfully submitted,
Theresa L. Boyd Duff, CMA-4
Tax.assessor@houlton-maine.com
(207) 532-7111

Ambulance Department

The Houlton Ambulance Service is licensed at the basic level and permitted to the Paramedic level to provide prehospital care with subsequent transport to the nearest medical facility. We also provide inter-facility transports of patients requiring higher level of medical services not available locally. Houlton Ambulance Service provides coverage to Houlton, Oakfield and Dyer Brook.

Full Time Staff Paramedics: Shelby Barnes, Zachary Batchelder, Philip Ritchie, Glenn Targonski, Anthony White, Beth Winiarski, **EMT-A:** Madison Grant, **EMT:** Morgan Grant

Per-Diem Staff, Paramedics: Cody Fenderson, Daniel Jewell Jr., **EMT-A:** Brent Estabrook, **EMTs:** Milton Cone, Jonathan Harbison, Savannah Jimmo, Daniel Norton Jr.

Runs by Town	January	February	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Houlton	190	134	101	119	120	122	128	105	103	139	136	127	1,524
Oakfield	12	6	9	7	9	6	11	6	4	7	8	11	96
Cary Pt.	2	3	2	0	0	0	0	0	0	0	0	0	7
Dyer Brook	0	2	3	3	3	2	0	1	4	1	3	1	23
Other	3	2	0	3	1	1	5	0	1	0	1	0	17
Total	207	146	116	132	133	131	144	112	112	147	148	138	1,667
Run Disposition													
Treat /Transport	185	128	97	118	118	108	124	94	97	131	132	129	1,461
Treat Refused Transport	12	10	7	2	6	7	7	6	7	9	10	1	84
Refused Treatment	9	6	10	10	4	12	12	10	6	0	0	2	81
Assist	1	2	2	0	0	1	0	1	2	6	5	4	24
Dead at Scene	0	0	0	2	5	3	1	1	0	1	1	2	16
Total	207	146	116	132	133	131	144	112	112	147	148	138	1,666
Type of Service													
911 Response	160	123	93	103	109	111	113	92	93	116	111	114	1,338
Interfacility Transport	43	19	11	23	18	14	28	18	13	18	16	15	236
Paramedic Interfacility	2	2	8	5	3	2	3	1	5	10	5	6	52
Assist	2	2	4	1	3	4	0	1	1	3	4	3	28
Total	207	146	116	132	133	131	144	112	112	147	136	138	1,654

Respectfully Submitted

Milton J. Cone, Director

Chiefmjccone@houlton-maine.com

(207) 532-1220

Librarian's Report



CARY LIBRARY

The Cary Library trustees and staff appreciate the support shown by the residents of Houlton over the past 119 years. We strive to be a cultural and intellectual center for our community. Our mission is to strengthen our community by enhancing and contributing to individual knowledge and experiences, literacy development and lifelong learning through print, electronic resources, cultural activities, programs and services. We are committed to advancing, cultivating and preserving a culture of diversity, inclusion and belonging because it makes us a stronger, more successful community. This would not be possible without the foresight, dedication and generosity of library donors as well as the continuing support of the Town of Houlton. Our collection includes books, magazines, audio-material, electronic books and many genealogy materials and resources. Thanks to the Interlibrary Loan service, we are able to borrow books to supplement our collection of 58,324 items.



With much sadness we report that our Office Manager, Barbara Ek, passed away unexpectedly in early fall of 2023 and we'd like to dedicate this report to her memory. Her spirit and dedication in providing many years of services for our community will long be remembered.

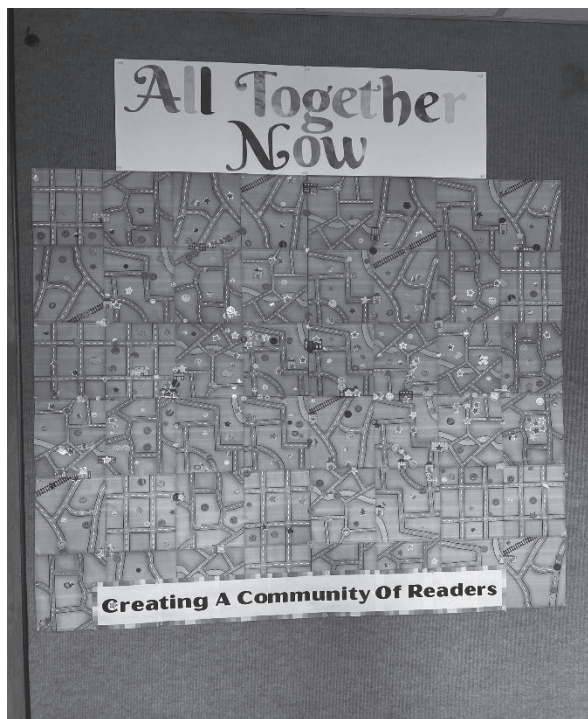
The Library has been busy this year. Our circulation of books, audiobooks and movies is almost 40,000. Our Internet usage and our open wifi was used by over 15,000 people. Our consortium with Cloud library for electronic books and audiobooks continues to be valuable for our readers and listeners.

The library website www.cary.lib.me.us has many local genealogy resources available. Especially popular, our local newspapers found under our online collections were accessed and fully downloaded 15,641 times in 2023. Grants allowed the opportunity to host local authors, increase our Phonics kits, STEAM kits and Play and Learn kits, as well as add memory kits for adults. A new collection of electronic and hardcover books of the Essential Library of Countries were also added. We provided 645 take and make kits for our young patrons as well as online story and craft time activities. We provide information literacy through many venues.



Public libraries promote and develop literacy and a love of reading and learning. Our children's librarian, Hayley Jipson, offers several important early literacy programs. This past summer, story and craft hour along with our summer reading program were offered both in person and remotely using BeanStack. Keeping children and teens reading during the summer months helps them start school prepared to succeed. Literacy, once acquired, opens up whole new worlds and possibilities to young people. Local children read 2874 books and earned 2470 badges during the five week summer reading program. Our partnership with the Rec Center enabled 120 children to participate in Lego Camp. Lego Club is available on Tuesday

afternoons through the school year and almost 450 children built unbelievable creations using highly skilled minds. Our community provided outstanding support for our winter literacy drive allowing us to add 332 books to our collection!



We make every attempt to fulfill needs that fall within our mission and that are important to our community members. Partnerships, grant writing, and creative thinking are some of the ways we strive to bring the services our patrons want and need. We welcome any suggestions you may have on how we can improve. As needs arise, we will continue to provide access to important issues, local author discussions and other events. Our Facebook page provides news, upcoming events and pictures of programs that take place at the library.

Volunteers Cathy O’Leary, Community Living Association, Cynthia Spellman, Houlton High School students, Iva Sussman, Machias Savings Bank, Susan, John & Emily Bushey dedicated hundreds of hours of service to the library.

Library staff are Hayley Jipson, Children’s

Librarian; Barbara Ek, Administrative Assistant; Jody Wellington, Library Assistant/Adult Services; Nancy Putnam, Library Assistant/ Circulation and Bert Audette, Technical Advisor.

Your gift to the Library’s Endowment Fund is a gift for the betterment of your community. Trust funds continue to grow thereby enabling the library to increase its collection in many designated areas. Contributions in 2023 totaled \$10,210.00. Five new trust funds were established: LeRoy H. Crane Trust, John E. Richards Trust, Terrance “Terry” Scott Trust, Elizabeth “Betty” Stone Trust and the Rachel Sylvester Good Trust. Significant contributions were received and added to these existing trusts: Barnes Family Trust, Thomas Barnes Trust, C. Eugene Bartley Trust Francis and Barbara Bolton Trust, Ted and Iva Sussman added to the Dr. John B. Madigan Trust, David McQuade added to the Laura and Catherine McQuade Trust, Betty Hutchinson added to the Eugene Hutchinson Trust, Charlotte Anne Pettit and Margaret Pettit Caplow added to the Mildred Black and James Louis Pettit Trust, and Ted and Iva Sussman added to the Helen Sussman Trust. The market value of the library’s endowment at the end of 2023 was \$2,997,529.58. Library Trustees and staff are very grateful for these contributions.

Respectfully submitted,

Linda Faucher

Linda Faucher
Librarian

CARY LIBRARY ENDOWMENT FUNDS 2023

H.M. PAYSON & CO. MANAGED FUNDS	Contributions to 12/31/2023	H.M. PAYSON & CO. MANAGED FUNDS	Contributions to 12/31/2023
Anonymous Donor	20,037.04	Flemington Family Fund	2,075.00
Anonymous Donor II	5,000.00	Fortier, Leighton Fund	823.00
Atchison, Roland Fund	1,000.00	Gartley, Louis & Heloise	570.00
Barnes Family Trust Fund	8248.25	Gilpatrick Library Fund	11,500.00
Barnes, Thomas Putnam	2,265.00	Good, Lawrence & Florence Fund	5,100.00
Bartley, C. Eugene	6,520.00	Good, Rachel Sylvester	910.00
Bass, Elizabeth Trust Fund	25,000.00	Gooding, Garth M. & V. Kathleen	956.21
Bell, Ruth Trust Fund	500.00	Goodwin, Dr. Robert Fund	915.00
Berry, Anna Fund	915.00	Gowenlock, Agnes Rose Trust Fund	3,295.00
Bither, Preston & Christie Trust Fund	2,695.00	Gray, William H. Fund	2,200.00
Bither, Madeline B. & Gordon Haley	1,460.00	Gricus, David & Susan Trust Fund	1,901.00
Bolton, Francis & Barbara	1,000.00	Groves, Clara G & Robert P.	30,000.00
Bone Family Trust Fund	2,170.00	Hannigan, Owen Trust Fund	1,230.00
Brown-Faucher Family Fund	1,125.00	Hanson, Robert C. & Robert W. Fund	2,427.50
Burbank, Dr. Bernard	500.00	Helms, Frank & Maude Fund	5,000.00
Burnham, Bruce B. Trust	1,280.00	Hess, Isabelle Richards Fund	1,150.00
Callnan, Philip & Edrie Fund	2,040.00	Holden, Barbara B. Fund	1,578.00
Campbell, Mary A. Fund	840.00	Hockenhull, Brian "Herbie"	977.00
Carson, Gertrude Trust Fund	500.00	Hopkins, Helen Atchison	660.00
Carter, Caleb and Brooke	500.00	Houlton Garden Club Trust	419.00
Carty, Margaret Creighton	3,025.00	Houlton Lodge No. 835 B.P.O. Fund	750.00
Cary, George Book Fund	12,000.00	Houlton Women's Club Fund	531.00
Cary, George Cemetery Fund	700.00	Howard, Ralph Trust Fund	485.00
Cary, George Permanent Fund	22,000.00	Hughes, Sophie A.	134,776.06
Cary Library Memorial Book Fund	1,059.00	Hutchinson, Eugene Fund	5,455.00
Chamberlain, Geneva Fund	1,000.00	Hutchinson, Nancy Russell and Carl	3,357.00
Chamberlain, Lucy Trust	1,000.00	Hutchinson, Stephen, Andrea, Kathryn & Patrick Fund	2,400.00
Chenevert, Edward & Barbara Fund	1,420.00	Ingraham, Glen & Clara Putnam Trust	30,000.00
Churchill, Margaret Trust Fund	1,545.00	Ingraham, Helen & Horace Fund	5,235.00
Clark, Vinel W. Trust Fund	750.00	Inman, Harold H. & Cordelia Putnam	5,262.00
Class of 1944, Houlton High School	500.00	Jedrey, Shirley	550.00
Community Living Association	1,800.00	Krohn and Holst Trust Fund	500.00
Cox, Sandra Trust Fund	500.00	Lane, Mary Alice Fund	10,000.00
Cowperthwaite, Albro & Marion	5,345.00	Lane, Virginia & Walter B. Fund	3,332.00
Cowperthwaite, Ethelyn M. Fund	1,500.00	Ludwig, Leland III and Margaret Grant	4,360.00
Craigs, Julia	600.00	McCarthy, Audrey Fund	1,000.00
Crane, LeRoy H. Trust	605.00	McCluskey, Frances E. "Diddie" & G. Ronald & Trust Fund	2,245.00
Creighton, Alice Starkey and Mary Hoch Trust Fund	11,100.00	McElwee, Molly Trust Fund	1,520.00
Denton, Anna Howlett	520.00	McGillicuddy, Mary Vose Trust Fund	500.00
Dow, David J. "Auggie" Trust Fund	810.00	McKay, Joseph Hume & Pauline "Polly Grant Trust	1,685.00
Doyle, Medston	500.00	McQuade, Laura & Catherine Trust Fund	5,300.00
Drew, Emma H. Fund	10,484.00	Madigan, Dr. John B. Fund	22,632.00
Drew, Paul & Mary Trust Fund	535.00	Madigan, James C. & Marie D.	5,050.00
Dunn, Donald H. Family Fund	3,530.00	Mansur, Walter P. Fund	650.00
Dunphy, Joann	4,220.00	Manuel, Bernice Trust Fund	875.00
Ellis, Dr. Donald F. Trust Fund	940.00	Mayberry, Amanda L.	140.00
Ervin, R. Lafayette & Lydia R. Fund	1,380.00	Moore Family Fund	123,104.63
Fairley, Marjorie & Millard Fund	3,010.00	Moorhouse, George A.	500.00
Fire Repair Fund	1,216.46	Murchie, Shelley "Miss Shelley"	1,205.00
Fitzpatrick, David N.	67,759.05	Myshrall, James & Emily Fund	1,000.00

H.M. PAYSON & CO. MANAGED FUNDS	Contribution to 12/31/2023	H.M. PAYSON & CO. MANAGED FUNDS	Contributions to 12/31/2023
Nichols, Agnes & David Fund	1,500.00	Scott, Terrance "Terry" Trust	1,200.00
Niles, Patricia Fund	1,120.00	Shields, Greta Trust Fund	102,299.19
Palmer, Rodney C.	960.00	Small, John & Genesta Memorial Fund	1,125.00
Parsons, Willametta Russell Fund	2,025.00	Smith, C. Arthur Fund	2,993.00
Peabody, Mary E. Fund	1,000.00	Smith, George & Lydia	178,422.80
Peltier, Frank & Rachel Fund	10,876.00	Spooner, Gladys H. & Vernon "Rusty"	12,635.00
Pettit, James Louis & Mildred Black Trust Fund	3,300.00	Starkey Fund	36,579.47
Pierce, James & Winifred Fund	1,712.00	Steele, Robert Trust	500.00
Pierce, Mary Alice	10,815.09	Stewart, Dale W.	550.00
Potter, Natalie Howard	600.00	Stone, Elizabeth "Betty" Trust	3,195.00
Prior, Charles A. Trust Fund	1,000.00	Sussman, Helen	9,845.00
Prosser, Linda Fund	5,053.00	Sylvester Family Fund	10,001.38
Pullen, Jean A. & John Fund	13,051.98	Tompkins, Justice Nathaniel & Ragnhild Fund	20,728.00
Putnam, Aaron Hacker Credit Shelter	84,713.89	Thompson, Jean & Vaughn Trust Fund	1,485.00
Putnam, Elizabeth	25,850.00	Tyler, Virginia D. Fund	1,000.00
Putnam, John	10,000.00	Upton, Frank & Helen Fund	1,665.00
Putnam, Lona T. Fund	1,183.00	Ward, Lloyd Trust Fund	4,221.00
Putnam, Maria Louise	25,550.00	Ward, Lois Hovey & James F. Sr. Trust	5,187.50
Rich, George & Helen Fund	1,610.00	Weir, Byrna	6089.42
Richards, George & Jennie Fund	1,000.00	West, Julia A.	115.00
Richards, John E.	1,000.00	Weston, William W. Fund	500.00
Roach, George & Jean Fund	909.00		
Robinson, Arthur E., Sr. Trust Fund	839.00		
Russell, Ressie Wetmore Fund	1,160.00		
TOTAL PAYSON FUNDS	1,300,199.92		

Cemetery Department

The Cemetery Department is responsible for maintaining the Evergreen Cemetery on Smyrna Street, Soldier's Cemetery on the White Settlement Road, and the two cemeteries on the Foxcroft Road, Bray and Presbyterian. The Evergreen is the largest consisting of 68.48 acres. There are 21.97 acres available to be developed. Houlton's oldest is commonly referred to as the Soldier's Cemetery. It was established by the Town in 1835, when Joseph Houlton donated the parcel to the Town. The Bray Cemetery is approximately one acre, and the Presbyterian is approximately one half acre.

The Houlton Town Council voted on October 25, 2021 to award the 2022, 2023, & 2024 cemeteries mowing contract to Ray Jay's Lawn Care.

Respectfully Submitted

Milton J. Cone, Cemetery Superintendent

Chiefmjcone@houlton-maine.com

(207) 532-1320

Clerk's Report

The Town Clerk is responsible for maintaining births, deaths and marriages and reporting them to the Office of Vital Statistics in Augusta. The clerk is also responsible for maintaining and preserving town records and issuing licenses as required. Over the past few years there have been many changes to this process. The Office of Vital Records now maintains an electronic birth, death and marriage registration system.

	VITAL RECORDS		
	<u>2023</u>	<u>2022</u>	<u>2021</u>
BIRTHS RECORDED	114	101	122
DEATHS RECORDED	165	204	195
MARRIAGES RECORDED	37	44	37

The Town of Houlton participates with the State of Maine programs that offers our citizens the option to renew their vehicle registrations, ATV's, snowmobiles, hunting/fishing licenses, boat registrations and dog licenses on-line. The Town of Houlton website lists the sites to use these services; www.houlton-maine.com

NUMBER OF LICENSES/PERMITS ISSUED IN 2023

2023 Dog Licenses	1024
Precious Metal Licenses	2
Pawnbroker License	2
Solid Waste Collectors Licenses	
Non-Residential	1
Residential	1
Special Amusement Licenses	3
Taxi Establishments	2
Victualer Licenses	54

2023 STATE/MUNICIPAL ELECTIONS

Only one election was held this year on November 7, 2023

Elections continue to be challenging with new requirements and processes. Changes are ongoing to always provide voters with a safe and efficient election. Our election workers are an important piece of every election and we truly appreciate their willingness to serve.

Absentee Voting is becoming more popular with voters. There are numerous ways to obtain a ballot which allows voters the flexibility of casting a ballot 30 days before each election.

State of Maine Referendum/Municipal Election

November 7, 2023

Total Vote 1012

3,735 Total Registered Voters

799 Democrat

1,388 Republican

1,387 Unenrolled

138 Green Independent

17 Libertarian

6 No Labels

Respectfully submitted,

Khylee Wampler, Town Clerk/Registrar of Voters

town.clerk@houlton-maine.com

Office (207)521-5927



Town of Houlton CODE ENFORCEMENT OFFICE

21 Water St. Houlton, ME. 04730
Tel. (207)521-5928, Fax (207)532-1304
code.enforcement@houlton-maine.com

In 2023 the Code Enforcement Office issued 107 permits and received \$46,782.00 in permit fees. These included permits for residential and commercial buildings and alterations, mobile homes, fences, decks, driveways, foundations, demolition, signs, change of use occupancy and Shoreland Zoning.

	No. of Permits	Est. Cost of Const.	Fees
New Construction:			
Residential:			
Stick Built	10	\$ 1,724,493.00	\$ 6,897.00
Commercial:	03	\$ 4,110,000.00	\$ 20,550.00
Additions and Alterations:			
Residential	29	\$ 585,851.00	\$ 2,343.00
Commercial	12	\$ 3,083,126.00	\$ 15,415.00
Misc. Permits	53	\$ 347,000.00	\$ 1,577.00
	107	\$ 9,850,470.00	\$ 46,782.00

The Code Enforcement Office also issued 35 internal plumbing and subsurface waste-water permits, for which we received \$5,935.00 in permit fees, 25% of which is paid to the State for their share.

Zoning Board of Appeals

The Zoning Board meets on an as needed basis, there were no meetings held this year. The Board must decide difficult issues in accordance with local ordinances, State laws and court cases. Members include Chairman Carl Lord Jr., Craig Harriman, John Bushey, Nason Graham, Robert Hannigan, and Vicki Goodwin.

Planning Board

The Planning Board meets on the first and third Tuesday of each month to perform their duties as Town Planners. Those who participated as Planning Board members in 2023 include Chairwoman Donna Barnard, Council Rep. Sue Tortello, Council Rep. Jon McLaughlin, Keri Bennett, Rob Monroe, Priscilla Monroe, Kip Swallow, Steven Graham, and Paul Mills. The Board reviewed 2 subdivision applications, numerous Land Use and Zoning Use Permits, and started working toward updating our comprehensive plan.

I'd like to thank both the Planning and Zoning Board members for the time, and determination that they give to Houlton and its citizens. They help with planning ahead, keep us on the road to success and moving in a positive direction.

Common Ordinance Violations

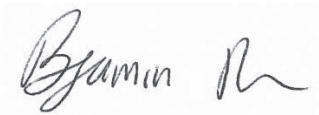
I'd like to take this opportunity to remind everyone of some of the more basic property maintenance requirements as outlined in our zoning ordinance, the Houlton code, and our adopted 2021 International Property Maintenance Code (IPMC).

1. **Article V “General and Supplementary Regulations”, section 32 “Junk Yards and Automobile Graveyards”** – Junk yards and automobile graveyards, where permitted under the terms of this ordinance, must be approved by the Board of Appeals in addition to fulfilling the requirements of Title 30, Sections 2451 – 2458, Maine Revised Statutes of 1965, as amended.
 - a. **Automobile graveyard is defined in Article IX “Definitions”, section 54, subsection B** – A yard, field, or other area used to store two (2) or more unserviceable, discarded, worn-out, or junked motor vehicles as defined in Title 29, Section 1, subsection 7, or parts of such vehicles.

This means keeping more than 1 unserviceable, discarded, worn-out, or junked vehicle stored outside on a lot is a violation of the ordinance. Please do not keep more than 1 unserviceable, discarded, or worn-out vehicle outside at any time. If you have interior storage such as a barn or a garage, project vehicles should be stored inside.

2. **2021 IPMC Chapter 3, Section 308.3 “Disposal of Garbage”** – Every occupant of a structure shall dispose of garbage in a clean and sanitary manner by placing such garbage in an approved garbage disposal facility or approved garbage containers.
 - a. **2021 IPMC Chapter 3, Section 308.3.2 “Containers”** – The operator of every establishment producing garbage shall provide, and at all times cause to be utilized, approved leakproof containers provided with close-fitting covers for the storage of such materials until removed from the premises for disposal.
3. **2021 IPMC Chapter 3, Section 302.4 “Weeds”** – Premises and exterior property shall be maintained free from weeds or plant growth in excess of 10”. Noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants, and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Respectfully submitted,



Benjamin Torres, CEO/LPI/LHO/AO
code.enforcement@houlton-maine.com
Office (207) 532-7111
Desk (207) 521-5928

2023 was very busy with normal activities and with preparations ramping up for the Total Solar Eclipse in 2024. We continued with a lot of grant activity and a variety of community projects. Below is a summary of the work of the Community Development Department for 2023.

GRANTS

The breakdown of grant activity is as follows:

2023 Awards & Funds Received

- CDBG Grants – Housing Assistance Grant – Bartley Gardens - \$500,000 Awarded
 - Housing Assistance Grant – Shiretown Properties, LLC (for Mansur Block) - \$226,320 reimbursed 2023 (Total grant \$500,000, awarded 2022)
- Aroostook ARPA Grant – Houlton Mobile Home Park Project - \$300,000 Awarded
- 2022-2023 Snowmobile Trail Maintenance Grant – \$47,966.10 reimbursed Spring 2023
- 2023 ATV Trail Maintenance Grant - \$45,000 Awarded (\$25,063.60 received 2023)
- Congressionally Directed Spending (CDS) Funding for Entrepreneur Ecosystem Initiative (through Maine Downtown Center) - \$51,491.07 received 2023 (Total Grant \$60,000 Awarded to Houlton 2022)
- NBRC Catalyst Grant – Tiny Homes of Maine project (assisted NMDC w/app) - \$500,000 Awarded
- Simons Foundation “In The Path of Totality” Grant – Eclipse - \$10,000 awarded & received
- 2023-2024 Snowmobile Trail Maintenance Grant – \$53,200 Awarded (reimbursement Spring 2024)

2023 Grant Administration

- Maine DOT Transportation Alternatives Program – Downtown Sidewalks - \$500,000 (awarded 2017 & 2018) – Engineering work and coordination with Maine DOT – Right of Way process started – Work ongoing
- FEMA Pre-Disaster Mitigation Grant – Morningstar Road Culvert - \$585,000 (awarded 2020/received 2021) – grant closure initiated
- EDA Grant – Shiretown Development Corporation (for Tiny Homes project) - \$992,586.00 (awarded 2022) – Received engineering proposal in response to RFP, additional grant funding sought - work ongoing
- CDS Funding For Walkable Houlton Project (Sidewalks) - \$732,000 (awarded 2022) – work ongoing
- CDS Funding for Entrepreneur Ecosystem Initiative (through MDC) - \$60,000 (awarded 2022) – work ongoing
- NBRC SEID Grant – Airport Fuel Farm project (assisted Stantec & NMDC w/app) - \$978,880 (awarded 2022) – work ongoing
- CDBG Grants – Economic Development Program – Tiny Homes project - \$250,000 (Relinquished Oct. 2023)
 - Public Infrastructure Grant – Houlton Water Company (for HMHP) - \$614,137 (awarded 2022) – work ongoing
 - Housing Assistance Grant – Shiretown Properties, LLC (for Mansur Block) - \$500,000 (awarded 2022, \$273,680 reimbursement remaining) – work ongoing
- **Total Grant Funds Awarded &/or Received in 2023 - \$1,733,977.17**
- **Total Grant Funds Ongoing Administration - \$4,934,791.93**
- **Total Grant Activity - \$6,668,769.10**

ECONOMIC DEVELOPMENT ACTIVITIES

Several Economic Development related projects were worked on during 2023. These activities include the following:

- TIF Districts – We had several inquiries about the Downtown programs. A loan from the Revolving Loan Fund (RLF) was approved as were 3 Façade Grants. I also worked with the Tax Assessor and the Town Treasurer to compile information and review guidelines and project costs for our various TIF Districts.
- Entrepreneur Ecosystem (EE) Program – The planning process for this EE program took place during the first half of the year with the assistance of a consultant from the National Main Street organization Main Street America (MSA). Surveys of businesses were completed, focus groups were held, a series of meetings with service providers took place and a Steering Committee was established. Following receipt of the consultant’s report, the Steering Committee developed an implementation plan which will roll out during 2024.
- Eclipse 2024 – Planning really picked up during 2023. The Attraction Committee/Eclipse Committee continued to secure sponsors, schedule events and performances, line up vendors and address the numerous logistical details to get ready for this event. A commemorative coin looking similar to our poster was completed. The Gateway Ambassadors group was revived with many volunteers getting involved to assist with the planning and preparation. Our Tourism advertising was combined with Eclipse advertising. We started hearing from several media outlets and began working with NASA to arrange for their broadcast here in Houlton.

- Houlton Downtown Alliance (HDA) – Representatives from the Maine Downtown Center (MDC) participated in HDA meetings for several months and facilitated a planning session for the committee. Four members of the group attended the National Main Street Conference - Main Street Now - in Boston making great professional connections and attending informative workshops. The group assisted with the EE activities. They reviewed and updated their by-laws and decided to change their name to the Houlton Downtown Alliance (from Houlton Downtown Renaissance Committee). Through our designation as a Main Street Affiliate Community, we applied for and were awarded a \$10,000 grant from the Simons Foundation to combine science with our Eclipse activities. The grant funded a giant pair of Eclipse glasses that are safe to view the sun. Some of the grant funds were also used to participate in an Eclipse Planning Workshop in San Antonio that was coordinated by the American Astronomical Society (AAS). In addition, the Simons Foundation connected us with the BioBus to come to Houlton for the Eclipse with Simons covering the expenses. The HDA sponsored some holiday activities and began looking forward to 2024. The group meets monthly – 1st Wednesday of each month 8:00am. All are welcome to attend.
- Business Assistance – Throughout the year, we talk with local businesses and new entrepreneurs to advise and help direct them to various assistance programs to start or grow their businesses. We also assisted in coordinating a Rapid Response Team to visit town after several businesses were impacted by a fire at the Industrial Park.

COMMUNITY DEVELOPMENT & ENHANCEMENT ACTIVITIES

Making Houlton a better place to live goes hand-in-hand with economic development. Having a well-rounded, vibrant community attracts business investment and development. 2023's activities included the following:

- 27th Annual Moosestompers Weekend – Mother Nature threw us a curveball for the 2023 event with extreme cold weather. This caused us to postpone most activities and hold the majority on Sunday. As it was still quite cold, crowds were a little smaller than some years, but we saw many happy faces. The busy day was capped off with a spectacular fireworks show which brought additional people to the park, many of whom watched from their vehicles. We are so thankful for our generous sponsors who support this wonderful community event year after year, allowing us to offer most activities free of charge. We also thank the numerous individuals, organizations & Town Departments that put in their time & effort to create a fun weekend for the community. And, of course, a huge thanks to all those who adapted to all of the changes and came out to enjoy the event!
- Sidewalks – The Downtown Sidewalk Project that is in conjunction with Maine DOT entered the Right of Way (ROW) process late in the year. We are hopeful that the ROW process will be completed in 2024 so the project can be put out to bid for construction in 2025. We also look forward to fixing additional sidewalks in town with the Congressionally Directed Spending (CDS) grant we were awarded. We are working through the process with the funding agency and will have more to report in 2024.
- Community Development Block Grants (CDBG) – We have been extremely fortunate to receive numerous CDBG awards in the last few years and continue to administer these projects. Following the fire at the Industrial Park, we, regretfully, had to relinquish the Economic Development grant that was intended for the Tiny Homes project. While we were very sorry to see them decide to relocate, we wish them great success as they recover from that difficult setback. We continue to move forward with the Housing Assistance project creating 10 new units in the Downtown. The Public Infrastructure project was infused with some additional funds when we were awarded a grant through the Aroostook County ARPA funds. We're also excited about a new award for Housing Assistance in 2023 which will result in renovation of 28 existing units. These projects will make a major impact on our town.
- Building Community Strength – The Town of Houlton signed on for this new project in 2023. CEO, Ben Torres & I will be attending workshops and training sessions during 2024 & 2025. We are looking forward to this partnership with Grow Smart Maine which will bring us new development tools and connections to funding sources.
- Housing – We worked with WLR Residential to connect with funding sources so they could begin rebuilding new residential units at the site of the tragic 2022 fire on Mechanic Street. Construction began on their 18 unit facility.
- Holiday Decorations – For the third year, we have helped to arrange for the holiday decorations in Monument Park. This is already becoming a tradition for many families who enjoy visiting the area for family photos and to just look at the lights. A big thanks to the Public Works Department who has the major task of installing the decorations. They do a magnificent job of creating a wonderland for the community.

ADDITIONAL ACTIVITIES & DUTIES

Committees & Affiliations - I attended meetings, participated in projects and worked cooperatively with a number of boards and committees in town and throughout the state. These organizations include the following:

- **Houlton Planning Board**
- **Southern Aroostook Development Corporation (SADC)**
- **Greater Houlton Chamber of Commerce**
- **Maine Community Development Association (MCDA)**
- **Maine Downtown Center(MDC)/Maine Development Foundation (MDF)**
- **Northern Maine Development Commission (NMDC) Executive Board & Loan Review Committee**
- **Maine Department of Economic & Community Development (DECD)/Office of Community Development (OCD)**
- **Maine Office of Tourism (MOT)**
- **Small Business Development Center (SBDC) at NMDC**
- **Small Business Administration (SBA) & SCORE**
- **Aroostook Area Agency on Aging – Access Point Steering Committee**

Webinars & Training – I attended and participated in several webinars, workshops & trainings during 2023.

- **Main Street Now Conference**
- **Aroostook County Tourism (ACT) Summit**
- **USDOT Multimodal Project Discretionary Grant (MPDG) Webinars**
- **Main Street America “Summer School” Webinar Series**
- **MDF Aroostook Tour**
- **HOPE VI Main Street Grant Webinar**
- **Eclipse Planning Workshop**

It continues to be an honor to work for the people of Houlton. I am fortunate to work with many dedicated individuals and organizations. Houlton is the place we all decided to live and there is a reason ... all of the wonderful, caring, creative and resilient people who make up this great community. It fills me with pride and I look forward to continuing our growth together. Please feel free to contact me with any questions or ideas you have.

Respectfully submitted,
Nancy Ketch, Community Development Director

Fire Department

Houlton Fire Department is a combination Fire Department with eight full time employees, one swing-person, and twenty-two paid call firefighters. We provide fire protection to the communities of, Amity, Cary, Hammond, Houlton, Ludlow, and New Limerick.

Chief: Milton J. Cone, **Deputy Chief:** James Brown, **Assistant Chiefs:** Kevin Tingley and Jonathan Harbison

Full Time Firefighter Drivers: Brian Beals, Daniel Norton Jr., Brent Estabrook, Andrew Clark, Matthew Belyea, Savannah Jimmo, Caden Fitzpatrick

Paid Call Firefighters: Joshua Blanchette, Jordon Wotton, Dalton Wilde, Corey Woodworth, Daniel McGuillicuddy, Zachary Batchelder, Jonathan Bloom, Adrian Norton, Michael Beals, John Folsom, Travis Thompson, Anthony Benn, Tim Williams, Ryan Aucoin, Colton Folsom, Jordon Violette, Issac Brown, Marty Fitzpatrick

2023 Fire Activities:

6 – Hazmat Calls, 4 – Grass Fires, 21 – False Alarms, 6 – Car Fires, 20 – Accidents, 4 – Electrical Fires, 4 – Stove/ Furnace, 16 – Structure Fires, 1 - Sprinkler, 4 – Propane Leaks, 58 Ambulance Assists, 58 Still Calls

Equipment

Chief's Truck – 2016 ¾ ton Ford, 401 – 1999 Pumper, 402 – 2002 Pumper, 403 – 2017 Pumper, 404 – 2007 Rescue Truck, 406 – 1994 Ladder Truck, 409 – 1993 Dodge, Haz-Mat Trailer, Rescue Trailer, 14ft. Boat

Respectfully Submitted,

Milton J. Cone

Chiefmjcone@houlton-maine.com

(207) 532-1320

John A. Millar Civic Center

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(207) 532-1313

Town Report 2023

The John A. Millar Civic Center strives to provide a space for healthy activities and entertaining events for all who live, work, or visit in Houlton. 2023 was a year of fun-filled activities and events for everyone who stepped foot into the facility. We are proud to work for such a wonderful community.

- Civic Center on-ice programming was in full swing in 2023. We hosted regular Public Skate sessions, Adult Hockey, 14u Stick Time, High School Stick Time, Adult Stick Time, Mini Skate Camp, and Learn to Skate sessions.
- Southern Aroostook Minor Hockey Association (SAMHA) Junior Blackhawks youth hockey hit the ground running in 2023. They brought on returning programs made possible by grant funding, including a Girls' practice team, and the 4-week Bruins Academy. Beyond regular practices and games, SAMHA also hosted several fundraisers and events at the Civic Center.
- The Houlton/Hodgdon/Southern Aroostook/Katahdin Blackhawks worked hard in 2023 to improve upon their skills and build the strength of the varsity program.
- The Civic Center hosted many private ice rentals in 2023 including Houlton Homeschoolers, Hodgdon Middle School, Houlton Southside, Southern Aroostook Elementary, Southern Aroostook Middle, Katahdin, Presque Isle Youth Hockey, and more. We also hosted various birthday parties and family events.
- Moosestompers 2023 was in full swing. At the Civic Center, we were able to provide several Free Skate sessions as well as one sponsored by Hogan Tire. Hogan Tire sponsors the evening along with skate rentals and many prizes.
- The ice started coming out on Monday, March 13th. It takes a few days for the ice to get soft enough to take it out and then the boards need to come down. After that, it's full force ahead for spring programs.
- RSU 29 utilized the Civic Center for initial spring sports practices and tryouts. This included tennis, baseball, track and field, and lacrosse. There's still snow on the ground at this time, so it's great to have a facility such as this that can help accommodate these athletes.
- The Southern Aroostook Trade Show was on April 15-16 and put on by the Greater Houlton Chamber of Commerce. The event was a success, with many happy vendors and visitors alike.
- The Black Fly Brewfest occurred on May 20th and saw an incredible crowd. The Chamber of Commerce hosted this event and was very pleased with the numbers. They have planned 2024's to occur during the Eclipse weekend.
- Houlton High School hosted their Graduation ceremony at the Civic Center. Congratulations to all 2023 graduates. The ceremony went very well.
- The Northern Maine Soap Box Derby took place on June 24th. Tech days happened prior to the race day which included car checks, trial runs, and loads of information that was shared. Many racers took the hill with even more spectators cheering them on. New racers and familiar faces are helping to create momentum that will bring an even bigger and better event next year.

- In July, we were able to work with the Rec Center to provide a free youth hiking program – Houlton Hikers. We took the group on three hikes at Riverfront Park, Aroostook State Park, and Baxter State Park. We look forward to making this a recurring program.
- We also brought back Floor Hockey in July, offering an opportunity for kids to learn a new sport or even get some practice in before the ice hockey season started. This program will continue each year.
- The Maine Department of Transportation held an employee recognition day at the Civic Center in September, honoring all of their hardworking staff. They did award presentations, catering, games, and more for more than 200 state employees.
- An event that was new in 2022 that was continued in 2023 was the Fall Fine Art & Craft Fair. We partnered with Maine Craft Weekend for some additional marketing benefits and had a great group of vendors and guests. We are excited to offer it again annually.
- Helped the Parks and Recreation Department host outdoor movies during the month of August. These were a hit with the community, and we look forward to offering them every year.
- Other events and activities include monthly meeting rentals, annual Smoke School training session, Shiretown Spooktacular, and more. We are happy for each opportunity to provide for our community and look forward to continuing in 2024.
- From November on, the Civic Center only had the capability of offering ice time to hockey teams for practices and games. Public Skate sessions and private rentals were put on hold for a brief period. When the opportunity arose, Public Skate sessions were added, and they were filled with many happy skaters.
- The Hockey teams, both SAMHA and High School, started off their 2023/2024 season very strong. They took the ice with lots of grit and energy to learn new skills and improve on them even further.

In closing, I would like to thank the people of Houlton for their support and resilience. We are excited to see the future of the Civic Center while continuing to provide programming and events to our community for those of all ages and interests.

Respectfully submitted,

Owen Gallop, Director
 Houlton Parks and Recreation
 rec.director@houlton-maine.com
 Office (207) 532-1310
 Cell (207) 532-0004



Houlton Parks and Recreation Department

128 Main Street, Houlton, ME 04730
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The Houlton Parks and Recreation Department is proud to present its annual report for the year 2023. Throughout the past year, we have remained dedicated to our mission to provide the Houlton community with quality programs and activities for all ages. It is our goal, along with the other departments, to make Houlton a better place to work, play and live.

The Department went through quite a change this past year. Marie Carmichael, who has been with the Parks and Recreation Department for more than 41 years, worked her last summer as Director and retired at the end of July. Upon her retirement, I, Owen Gallop, became the new Parks and Recreation Director. I am honored to take on this role and am grateful to have had Marie as mentor for many years. Her commitment to the community was evident in every aspect of her career.

This was a very exciting year for programs; participation was at an all-time high. There were over 1,100 participants in more than 45 regular scheduled programs. These include our Just for Kids summer camp, tennis lessons, track and field, soccer, basketball, floor hockey, mountain biking, hiking, cross-country ski lessons, science camps, and many, many more. Our programs allow participants, from youth to seniors, to experience something for the first time, find their new favorite adventure, enhance their social skills, and simply have fun.

Our drop-in activities saw an impressive increase, with more than 500 participants dropping in to take part. These activities include parent & tot time, adult basketball, pickleball, walking, rug hooking, girl scout gatherings, dances, cross-country skiing, snowshoeing, open gym, and game room usage. It is important to be able to expand our programming to cater to different interests and age groups, creating opportunities that enhance the quality of life for all members of our community.

There are many other activities the Parks and Recreation Department offers outside of our regular activities. These include events such as: outdoor movies, touch-a-truck, peanut carnival, craft fair, moosestompers, spooktacular, back yard camp out, holiday events, and more. These provide opportunities for people to come together and celebrate shared interests, which strengthen community bonds. It fills us with joy knowing that these events contribute to the overall well-being of our community.

We are always looking to introduce new and exciting programs for the community. This year, we implemented a new mountain biking program. We were generously gifted the funds to purchase mountain bikes and equipment to make this program a reality. We traveled with a group of participants to different locations around the county to get a taste of Maine's beautiful trails. These trips were filled with learning opportunities, lots of laughter, and many happy faces. We are looking forward to expanding this program in the coming years.



Houlton Parks and Recreation Department

128 Main Street, Houlton, ME 04730
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The Meduxnekeag River Trail got an exciting expansion this year, adding 1.7 miles to the existing route. The expansion runs on the east side of the river and connects to the original trail to create more than 5 miles of beautiful hiking opportunities. Gary Hagan performed the work on this expansion to make this dream become a reality. Thank you, Gary, for your time and sweat put into this project. We are beyond grateful to have such an incredible hiking trail in our little town.

One more exciting thing to mention: have you heard of pickleball? If you haven't, you definitely need to check it out. This sport has grown astronomically due to its ability to be played at any age. Our drop-in pickleball activities have seen record numbers just over a few short months. The department received a very generous donation towards the end of the year to construct outdoor pickleball courts. The entire project is funded by donations and will be completed in 2024. We are very thankful and excited to see this project come to fruition.

Our dedicated Parks Maintenance team Marcus Neal, Kevin Tingley, and Ralph Boyington, worked tirelessly to keep our parks clean, safe, and beautiful. They make sure our parks and facilities remain inviting and enjoyable for all visitors. Thank you for your continued hard work.

I would like to thank our staff, volunteers, partners, and community members for their ongoing support and dedication. Thank you for your tireless efforts, your infectious enthusiasm, and your unwavering support. Together, we can build an even brighter future for Parks and Recreation.

I would especially like to extend my heartfelt thanks to Marie Carmichael for being an outstanding Director and an exceptional mentor to not only myself, but to the entire community. Her retirement marks the end of an era, but her influence will continue to shape my journey long into my career. I am profoundly grateful to have learned from such an incredible mentor. Thank you, from the bottom of my heart, for all you have done for not only myself, but for so many others. Your legacy will leave an imprint on so many lives. In honor of Marie's service to the town, we have created the Marie Carmichael Scholarship Fund. This fund is used to assist those who may need help paying for programs. Donations are always welcomed. Spoken from the words of Marie's mom, "just go out and play!"

Respectfully submitted,

Owen Gallop, Director
Houlton Parks and Recreation
rec.director@houlton-maine.com
Office (207) 532-1310
Cell (207) 532-0004



HOULTON POLICE DEPARTMENT



97 Military Street
Houlton, ME 04730

Phone: 207-532-2287
Fax: 207-532-1323

Chief Timothy B. DeLuca
Captain Jasmine M. Cyr

Annual Report 2023

The Houlton Police Department

Welcome to the Houlton Police Department's Annual Report for 2023.

I would like to recognize and thank the Citizens, Town Council, Town Manager, and the Men and Women of the Houlton Police Department for making 2023 a successful year.

The men and women of HPD are dedicated professionals who are career minded and work endlessly to provide a safe community in partnership with our residents. HPD officers, dispatchers and support staff understand community service is of the utmost importance to be successful in meeting our goals and mission. A community in partnership with law enforcement is key to the success of any police department. With this comes teamwork, mutual confidence, respect, support and willingness to make change.

Employees: *In 2023, Houlton Police Department continues to be understaffed and having difficulties, like most agencies in Maine and around the U.S., filling Law Enforcement positions. In several cases, the existing eligible officers are being recruited between competing agencies.*

In 2023, the Houlton Police Department lost one (1) employee, Officer Christopher Horn to a new career path serving his country. We thank him for his service.

New hires for 2023. Officer Russell Socoby. Russell returned to HPD after working for another agency and wanted to come back home to HPD. Dispatcher Sherry Smigielski was hired to work in communications.

HPD is actively recruiting and finding creative ways to attract like-minded individuals to our community and police department.

Community Support and Events: *The Houlton Police Department believes our success is dependent on our partnership with community. Each year, HPD collaborates with our community to support or create community related initiatives to build awareness and increase community safety. Partnerships include RSU 29, Living Innovations, "Walk for Life, as well as the Houlton Band of Maliseet Indians, to name just a few.*

Annual Training: *Part of our professional development, performance and success is dependent on training. Officers are often sent to specialized training such as Drugs Recognition, Crime Scene Processing, Drug Intervention, Civil Rights Officer, Crisis Negotiations, Investigations, Vehicle Operations, Supervisor Development, Police Training Officer (PTO), Crisis Intervention Training and more. Officers are also required to attend mandatory training each year as outlined by the Maine Criminal Justice Academy to maintain their certification. In addition, HPD reviews our performance and professional standards to improve upon or make positive changes.*



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Professional Standards Policy Review: HPD began the process to review and update all department policies. This in-depth review will ensure our policies are fully up to date to meet lawful requirements and professional standards. Once complete, employees will be required to review and train on the updates.

RSU 29 Houlton School District: HPD collaborates closely with our schools and is proud of our partnership. This often brings us into the schools for special events such as "Read Across America," law presentations and other special events. HPD continues to partner with the RSU 29 school administration regarding safety plans and HPD response to incidents at the schools.

Grants: HPD received several grants in 2023. These grants include the Department of Justice Ballistics Vest, Inland Fisheries and Wildlife ATV patrols, Edward Byrne Memorial Justice Assistance (JAG) program and CDS DOJ truarc equipment grant. These grants provide funding for impaired drivers, ATV trails and border protection partnerships as well as equipment to enhance officer safety and officer training.

New Equipment:

HPD upgraded our law enforcement security hardware. All law enforcement agencies are required to maintain security by putting measures in place to protect information and onsite security. This was done using ARPA (American Rescue Plan Act) funds.

HPD purchased radar units for each cruiser: Radar units were purchased with Byrne grant funds and replace aging equipment.

HPD purchased "Guardian Angels" body worn lights: These units are worn by each individual officer on their uniforms which display LED lighting at night to provide increased security at traffic stops and accident scenes.

HPD Purchased a new light bar: This light bar is an upgrade and has "cruise lights" to enhance visibility at night while on patrols.

HPD purchased Glock G45 handguns: These weapons were purchased to replace the aging weapons currently in use. These firearms updated performance with modern weapons system to increase officer safety.



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Programs: HPD is progressive in developing initiatives and programs to better serve our community. There are too many to list however, listed below are a few to illustrate the type of efforts we make daily:

Friendly caller program: HPD sponsors the "Friendly caller program." This connects HPD with those who are looking to be checked on a daily basis and stay in touch with a friendly person.

WHOU radio show: Chief DeLuca began a radio show with WHOU called "Coffee with the Chief." This program has given us the opportunity to report police department operations. The show covered many topics and has proved to be a remarkable success.

Internships: HPD works closely with the University of Maine at Fort Kent and the Greater Houlton Christian Academy enlisting students completing an internship. Students spend the better part of a semester with HPD learning the profession of law enforcement and the HPD mission.

Sweet Treats for Kind Feats: The program objective is to recognize and encourage positive behaviors noticed by our youth and build relationships with the community. When a youth is observed doing a "Kind Feat," an officer can present a coin for a free Ice Cream at Houlton Farms Dairy. We thank Houlton Farms Dairy for the partnership.

Gun lock Giveaway: HPD offers free gunlocks to safeguard our community.

Neighborhood Watch: In response to community or neighborhood concerns, HPD holds collaborative meetings to review neighborhood concerns and put together an action plan to find a resolution. Change can take time but often a resolution can be found.

Drug take back: The Houlton Police Department collects unused medications 24/7 at our dispatch center. In addition, HPD has a sharps collection box in our lobby.

Social Media:

The Houlton Police Department sponsors a Facebook page and website as a tool to keep the community more informed on how we are completing our mission, locating wanted suspects, community alerts, passing along information combined at times with a sense of humor. This has been an enormous success in our quest to communicate with the public.

The police department provides a number of additional services to enhance relationships with the community. You can obtain more information at www.houltonpolice.com or our Facebook page.

Enforcement: HPD Officers have worked diligently on street level drug interdiction. Officers enforce illicit drug laws at the street level looking for those furnishing or trafficking illegal drugs. HPD has had great success this year bringing in a large amount of drugs, cash, and confiscated material belongings.



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Investigations: Investigations are a large part of policing and at times can be in-depth, demanding and take dedication, training, and knowledge to be successful.

In Closing:

The Houlton Police Department pledges and is committed daily to serve our community with respect through professionalism. The department is community minded and believes our success is built upon a strong partnership. Our success depends on our knowledge of community needs and our residents understanding of how we operate. Our highest of all priorities is to enforce all laws equitably and fairly providing a safe and enjoyable community for all. All the members are committed to being professional, approachable, and service minded at all times. Our first priority is finding a positive solution to the issue at hand.

I want to thank the many community partners such as The Houlton Band of Maliseet's Indians, Adopt-A-Block of Aroostook, town departments, U.S. Customs and Border Protection, Border Patrol, the Maine State Police, Aroostook County Sheriff's Office, and the Maine Warden's Service for their assistance throughout the year. Without these agencies and others, our jobs would be more difficult.

The department has many exciting initiatives and programs scheduled for 2024, stay tuned.

"Proactive is early...reactive is late."

Sincerely,
Chief Timothy B. DeLuca
Chief.tim.deluca@houlton-maine.com 207-532-2287

07/16/24
23:53

Houlton Police Department
Law Total Incident Report, by Agency, Nature

Page: 363
1

Nature of Incident	Total Incidents

Agency: Houlton Police Department	
911 Hang up Call	337
Abandoned Vehicle	21
Animal Control Complaints	145
Residential Alarm	8
Alcohol Offense	3
Animal Attacks	6
Animal Problem	75
Assault	57
Assist Another Agency	145
Assist DHHS	5
Attempt to Locate	5
ATV Complaint	25
ATV Accident	1
Background Investigation	2
Insufficient Funds Check	2
Bail Check	18
Bank Escort	1
Bomb Threat or Attack	1
Burglary	29
Larceny - From Auto	12
Business Alarm	85
Evading/High Speed Chase	2
Citizen Assist	425
Citizen Dispute	39
Civil Problem	44
Counterfeiting	4
Court Activity	4
Traffic Accident-Non Reportabl	23
PD-Traffic Accident	205
PI-Traffic Accident	10
Criminal Mischief	54
Criminal Threatening	37
Death Investigation	14
Detail	21
Referral DHHS	8
Disorderly Conduct	74
Domestic Disturbance	72
Drug Paraphernalia	18
Drug Intelligence Information	15
Controlled Substance Problem	7
EMS Medical	49
Erratic/Reckless Driving	5
Escort	20
Family Fight	39
Fingerprint-Non Criminal	82
Fire Alarm	6
Vehicle Fire	2
Fire Other	4
Structure Fire	6
Fireworks	3
Firing Weapon	8
Follow Up to Prev Incident	238
Found Property	70

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Houlton Police Department
Law Total Incident Report, by Agency, Nature

Page: 363
2

Nature of Incident	Total Incidents
Fraud	16
Harassment	89
Hit And Run	7
Hospital Assignment	2
Information Request	3
Information Report	103
Intoxicated Person	4
Juvenile Runaway	8
Juvenile Problem	44
Liquor Enforcement	1
Litter, Pollutn, Public Health	5
Lost Property	27
Mental Health Issues	121
Missing Person	8
Stranded Motorist	18
Neglect Family	1
Neighborhood Dispute	1
Noise Disturbance	62
Operating After Suspensions	2
Internet/Text Harassment	11
Driving Under Influence Liquor	4
Overdose	22
Paper Service	110
Parking Problem	45
Pedestrian Check	6
Protective Order Service	25
Violation of Protection Order	25
Police Service Generic	7
Public Relations - Talk or Lec	13
Probation Violation	5
Property Check Requested	40
Property Check Officer Initiat	2358
Found Property	4
Lost Property	3
Recovered Stolen Property	1
Repossession	1
Returned Property	1
Road Hazards (Sign/Signal/Debr	20
Robbery	2
Safekeeping Property	37
School Resource Officer SRO	2
School Visit/Patrol Check	16
Search Warrant	3
Sex Offense	15
Shoplifting	6
Snowmobile Complaint	1
Sex Off Update Registration	16
Sex Offender Registration Viol	1
Suspicious Person, Circumstnce	389
Theft	218
Citizen Traffic Complaint	161
Traffic Violation	14
Traffic Stop	674
Trespassing	140
Unauthorized Use of Vehicle	1

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23:53

Houlton Police Department
Law Total Incident Report, by Agency, Nature

Page: 363
3

Nature of Incident	Total Incidents
Utility Problem	52
VIN Serial Nmbr Inspection	4
Violation Condition of Release	20
Wanted Person	1
Criminal Arrest Warrant	85
Welfare Check	202
Wrecker Request/Tow	1
Total Incidents for This Agency:	7875

Total Incidents for This Report: 7875

Report includes:

- All dates between `00:00:00 01/01/23` and `23:59:59 12/31/23`
- All agencies matching `HPD`
- All natures
- All locations
- All responsible officers
- All dispositions
- All clearance codes
- All observed offenses
- All reported offenses
- All offense codes
- All circumstance codes

*** End of Report \SpillmanServer\app\tmp\reportTmp_hpdtluca

07/16/24
23:46

Houlton Police Department
Law Incident Total Report, by Offense Codes

363
Page: 1

Offense Code	Description	Total Number
		7434
1004	Kidnap To Sexually Assault	1
1010	Unlawful Detention	1
1103	Rape	2
1116	Statutory Rape - No Force	1
1201	Robbery	1
1305	Agg. Assault	4
1313	Simple Assault	50
1314	Simple Assault on LEO	5
1340	Crim. Threatening/Harassment	25
2202	Burglary	9
2305	Larceny - From Auto	6
2330	All Other Theft	82
2404	Vehicle Theft	3
2589	Forgery	3
2601	Fraud- Confidence Game	1
2604	Fraud- Impersonation	1
2610	Bad Checks	6
2803	Receive Stolen Property	2
2901	Criminal Mischief/Damage	33
3504	Hallucinogen - Possession	1
3510	Heroin - Sell/Manufacture	3
3512	Heroin - Possession	3
3532	Cocaine- Possession	3
3542	Synthetic Narcotic- Possession	9
3562	Marijuana - Possession	1
3571	Trafficking - Schedule W	27
3572	Amphetamine - Possession	19
3602	Unlawful Sexual Contact	1
3801	Neglect Family	1
3811	Violation of Protective Order	13
4111	Illegal Possession of Alcohol	2
4120	Supplying Alcohol to a Minor	1
4801	Resist/Fail to Submit - Arrest	20
4802	Obstruct Crim. Investigation	2
4812	Failure to Report Crime	1
5013	Conditional Release Violation	71
5203	Carrying Prohibited Weapon	5
5311	Disorderly Conduct	9
5403	Driving Under Influence Drugs	1
5404	Driving Under Influence Liquor	4
5406	Evading/High Speed Chase	3
5407	OAS/Habitual Offender	31
5408	OAS-Infraction	3
5411	Traffic Offense Summons	45
5707	Trespassing	16
5801	Smuggle Contraband	1
6002	IBR Group B Offense	4
6210	Fish and Game Violation	1
6405	Stray Animals/Livestock/Horses	1
6731	ATV - Criminal Violation	1
7610	Assist Other Agency	1
8301	Civil Problem	1
8910	Criminal Arrest Warrant	131

07/16/24
23:46

Houlton Police Department
Law Incident Total Report, by Offense Codes

Page: 363
2

Total Offenses: 8106

Report Includes:

All dates between `00:00:00 01/01/23` and `23:59:59 12/31/23`
All agencies matching `HPD`
All offenses observed
All offenses reported
All offense codes
All location codes

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Public Works Department

Public Works Staff

Director Chris Stewart	9 years
Asst. Director Robert Monfils	17 years
Steve Hagerman	26 years
Timothy Bragan	19 years
Daniel Toby Jr.	9 years
Matthew Tidd	6 years
Kevin Pray	5 year
Lenny Quint	5 year
Fred Craig	29 years
Steven Matwyko	1 year
William Fitzpatrick	1 year

Houlton International Airport

Alan Wilson	16 years
-------------	----------

Park Maintenance Staff

Marcus Neal	4 years
Kevin Tingley	1 year
Ralph Boyington	2 years

Public works/Park maintenance projects completed in 2023 are as follows:

- Rebuilt Commonwealth Ave. Removed old asphalt, rebased several soft spots, and placed new curbing where it was needed. Steelstone Industries installed new asphalt. All catch basins were rebuilt.
- Final Inspection of the Morning Star Rd. Bridge project was completed. The project which was to replace a twelve-foot galvanized culvert with an open span bridge was completed in 2022. The final inspection was completed this summer.
- Started work on the town's security camera project. The cameras that were purchased are to replace our current system that is outdated and no longer working

properly. The cameras will assist the Houlton Police Department in their continued efforts to keep a close eye on the town's assets.

- Rebuilt and paved Wesson Drive. This small section of roadway had very poor drainage and several soft spots in the roadway.
- Public works puts out several "Notice to Contractors" bids throughout the year. The bids are for several items, such as: line striping, street paving, winter salt, new equipment, new employee hiring, and winter sand. This process makes it fair to all contractors willing to complete any given work the town may have to offer.
- Ditched the Jordan Rd. By completing, this will improve the drainage of water on the roadway and extend the life of the roadway. Other ditching that took place was on the Front Ridge Rd, and Lowery Rd.
- Park maintenance removed the winter ice from the arena during the month of March. It takes nearly a week to remove the ice, glass, and boards. Once completed, spring, summer and fall events can take place inside the arena. The same process takes place in early November. Boards and glass will be installed and ice will be made.
- Repaired several cemetery roads throughout the spring/summer months.
- Lowery Rd. was ditched, and new pavement was placed in several spots. This was funded by our Tribal Maliseet partners.
- North St. project is now in full swing, led by MDOT. The project is slated as a "mill and fill project" Completion will be summer of "2024".
- Worked with Maine Municipal Association on safety inspections. One week later, public works were audited by Maine Department of Labor. The inspection went great. Very good to see the Department of Labor visible in work areas. This keeps all workers thinking about safety.
- Completed yearly activities such as: Street sweeping all areas throughout town, roadside mowing, Landfill mowing, sidewalk sweeping, washing down sidewalks in the downtown area, getting flowerpots put out and watered twice weekly, paving projects, line striping throughout, hauling winter sand, grading dirt roads, applying dust control, rebuilding several catch basins, and pothole patching. There are several other small jobs that come up throughout the working day.
- Completed testing and mowing of the town's 8-acre septic site. This site is located off McCluskey Ln. and is managed by the public works department. The site is looked after by the Maine Department of Environmental Protection.
- New fencing was installed at Community Park. We will continue replacing the old, wooded fencing throughout 2024.
- Spring brings extremely busy work for the park maintenance department. The work consists of cleaning up all parks from winter debris, opening the Riverfront Park bathrooms for the season, tennis courts ready for play, all ballfields are worked over for the spring baseball and softball season. All this work must be completed by the

first game of the season. Typically, the third week of April. Kudos to the crew for completing all this work in the short time allowed. Once the sports seasons have started, it is non-stop mowing and weed eating. With around 40-acres of grass to be mowed. Parks are cleaned daily, along with trash cans emptied, ballfields bunker raked and striped for game day. Maintenance crew members clean the Town Hall every Tuesday and Thursday. Clearing snow from the walkways of Town hall, Chamber of Commerce, Recreation building, maintenance building, and Civic center. Crew members also were instrumental in keeping the Civic Center operational during the transition period of supervisors.

- Crack sealed several of the streets that have received pavement in the past 5 years. Crack sealing is part of our maintenance program, crack sealing helps with the longevity of our current pavement. As the town struggles to keep up with demands of our streets and infrastructure, crack sealing will delay the start of new potholes and deterioration of our roadways.
- Working with Sewell Engineering on rebuilding Reservoir Hill Rd. Council has approved Engineering work to be completed. Once complete, I am hopeful to go out to bid summer of 2024. The work will consist of a complete rebuild. Fixing several drainage issues, along with a deteriorated roadway.
- Hooked on to our chipper and cut brush back from several roadways. This is part of our summer maintenance program. Public works will cut brush for two to three weeks during the summer and fall months.
- Park maintenance team members groomed the ski trails at Community Park and Riverfront Park all winter long. Great job keeping the trails in tiptop shape.
- Mechanics work hard all year, keeping our equipment operating safely and smoothly year-round. The process of maintenance never stops. With over forty-five pieces of equipment to keep serviced and running. Great job mechanics.
- Installed and removed Christmas lights from Monument Park. This is a great time of year for our team members to get into the holiday spirit.
- Public works members screen material for our road construction projects throughout the summer months. The town's gravel pit is located on Smyrna St.
- During the fall months, park maintenance employees have several jobs to complete before snow flies: Removing disk golf, removing all nets, aerating all ball fields, weatherizing all Community Park buildings and Riverfront Park restrooms, installing boards and glass at Arena for winter activities, servicing equipment for the winter months and so on.
- Getting ready for our winter months, crew members haul and mix five thousand yards of winter sand.
- Cleaning out several catch basins with the town's new versatile sweeper. The sweeper has the option of sucking out mud and debris from catch basins. This will

take us several years to get around to all the basins throughout town, but we have started the process and will continue to do so until all have been cleaned.

- Applied roughly 20,000 gallons of Magnesium Chloride for the purpose of dust control on over 11 miles of dirt roads throughout Houlton. The process of applying starts with a well graded road. Once the product is applied, the product will keep the dust under control for several months.
- Held several training sessions for all team members. This is done annually to keep up with the ever-changing environment we work in.
- Worked with the local USDA office to plant 14 trees throughout town. This was a great project to be part of. As our aging trees are dying off slowly, there is a new canopy crew in town. The crew are working on plans for tree removal and replanting, along with taking care of the several flower gardens. The gardens look great.

Equipment Acquired

- 2023 International single axle plow/sand truck

Respectfully Submitted,
Christopher Stewart, Public Works Director
Public.works@houlton-maine.com
(207)532-1325

Delinquent Real Estate Taxes as of December 31, 2023

* INDICATES PARTIAL PAYMENTS HAVE BEEN MADE ON TAXES AFTER THE BOOKS CLOSED ON DECEMBER 31, 2023, AND THAT BALANCES AND/OR CHARGES ARE STILL OUTSTANDING AS OF FEBRUARY 1, 2024

** INDICATES TAXES ASSESSED PLUS INTEREST CHARGES WERE COMPLETELY PAID BEFORE FEBRUARY 1, 2024, AFTER THE BOOKS CLOSED ON DECEMBER 31, 2023.

	CURRENT	PREVIOUS
A		
A NEW START LLC	2457.58	
ACOTT, TIMOTHY & ACOTT, RICKY D	1182.44	1489.18
ADAMO, ALYCIA L	1283.38	1430.58
ANDERSON, AMY K	486.16	
ANDERSON, CAROLYN M	1139.18	
ANDERSON, JEFFREY M & ANDERSON, HILDEGARDE D	327.54	
APPLETON, DENNIS R ESTATE	3285.70	
ARLEDGE, CASSANDRA & ARLEDGE, MICHAEL	107.12	
AXE, J COOPER & AXE, JEAN A	1299.86	988.75
B		
B & N ASSOCIATES LLC	743.66	
B & R REALTY LLC	4725.39	
BARNES, FORREST W & BARNES, ANN A	2436.95	
BARNES, TOM HEIRS & C/O PENNY LOUISE LANE PERS REP	1209.22	1148.08
BARROW, ROBERT D (DEVISEES)	490.28	659.92
BARTLETT, CARTER A	591.22	
BARTLEY, FRANCIS	2064.12	1659.97
BARTMAN, WILLIAM J & BARTMAN, SHAUNALEA D	1093.86	
BELKA, JACEK A	622.12	
BELL, ALICIA M, LIFE ESTATE & BICKFORD, DAVID & KELSEY	1419.34	
* BELYEA, PERLEY A & BELYEA, BRENDA J	1386.38	615.33
* BELYEA, WAYNE A & BELYEA, CATHERINE J	720.18	
BENEDICT, DAVID W JR	3837.78	
BENNETT, BENSON B	570.62	1000.05
BETTENCOURT, RICHARD & BETTENCOURT, KIMBERLY	1466.72	
BICKFORD, KENT A & BICKFORD, ANGELA M	661.26	
BITHER, REBECCA J	1192.74	
BLAKE, AARON K & BLAKE, ISHA	152.44	
** BLAKE, DEANNA	1540.88	
** BLANCHARD, SUE A	1470.84	1210.23
BOTTING, FREDERICK NORMAN	502.64	
BOTTING, JOHN	3583.23	
BOUTILIER, MARK C & BOUTILIER, KRISTA L	1122.70	
** BOUTOT, NADIA S	548.54	
BOYCE, DANYA M	508.82	333.35
BOYCE, GARY W (HEIRS)	1422.34	
BREWER, LINDA L	1133.00	
BREWER, PATRICK G & BREWER, ROBBIN M	1485.26	
BREWER, ROBERT L & BREWER, BEVERLY P	98.31	
BRIGGS, ROSELLA (HEIRS)	405.82	
BRIGHTLY, SEAN & BRIGHTLY, JENNIFER	3223.90	
BROWN, H CARY & 1/3 INT IN COMMON	605.52	
BROWN, KATHERINE A HEIRS	1326.64	1611.38
BUBAR, STACEY L	1012.33	
BUFFALO HOLDINGS LLC	11251.72	6122.34
BULLEY, JOHN J & BULLEY, SHARON L	1720.10	
BURPEE, RUTHANN	1170.08	754.80
BUZBEE, JONATHAN D & BUZBEE, ANGELA L	1851.94	

C		
CARMICHAEL DEVISEES, LINDA L	502.64	
CARMICHAEL, DAVID D	1895.20	
CASSIDY, BRENT D	1711.86	1409.52
CHAPMAN, BEVERLY	1682.18	
CHECKETTS, STACY T & CHECKETTS, MICHELLE S	368.74	
CHEESEBOROUGH, LUIS A & SARA & RAFAEL	1040.30	48.10
CLARK, ANDREW W & CLARK, LACEY C	2230.98	
CLEARY, PAUL J	2000.26	892.33
CLIFF, WILLIAM M & CLIFF, CHRISTINE G	2016.74	
CLONEY, KASSIDI A	3543.20	
COLLINS, EDWARD R	939.36	832.81
CONNORS, CANDACE ANN	319.74	
CORAN, BENJAMIN M & JULIANNA L & CORAN, MARK B	1431.70	
COREY, CHRISTINE L	1187.63	
COTE, LAUREN I	1437.88	
COTTLE, ROBERT	423.44	
COUNTY ONE REALTY LLC	2329.86	
* COX, CRAIG R & COX, TERRY R	542.56	
CRAIG, FREDERICK W & CRAIG, LORI B	1615.44	
CRAIG, SARAH E	533.56	
CRANE, CANDACE E & CRANE, DAVID L	323.42	
CROCE, HILARY M & MARTIN, DAVID J	2212.44	1749.27
CROPLEY, BRADLEY J & CROPLEY, SHANNON M	1583.81	
CUMMING, JAMES A	1040.30	
D		
DAVIS, BILLIE JO	8176.14	
DEAD RIVER CO	13808.18	
DEVOE, CAROLYN M	1122.70	933.70
DEVOE, GRACE (HEIRS)	1200.98	1102.88
DICKISON, BRIAN G & DICKISON, JULI A	1271.02	
DORE, MICHAEL L	712.76	
DRAUS, FRANK T & DRAUS, SHELLEY A	3244.50	2165.76
** DREW, ROBERT E & DREW, KRISTA M	793.72	
DUCHESNEAU, MARK & DUCHESNEAU, TIFFANY	1065.02	848.63
DUMONT, DOUGLAS O	1165.96	
DUNN, DAVID B & JOHN B DUNN REVOCABLE TRUST	2525.56	1658.92
E		
** ELLIS, ELEN L	1374.02	
ELM TREE LLC	5679.42	7245.56
EMACK, J SCOTT & EMACK, DONNA M	1013.61	
ERICKSON, CLIFFORD W & ERICKSON, BARBARA	3316.60	
EUROVIA ATLANTIC COAST LLC	2781.00	
* EVANS, MONYCE L	1256.60	2250.96
F		
FARRAR HEIRS, GEORGE T JR	189.52	167.24
FARRAR, MICHAEL J	1934.34	4125.64
* FITZPATRICK, DAVID A & FITZPATRICK-HENDERSON, HEIDI SUE	1077.78	
FITZPATRICK, DOUGLAS J II & DESIDERIO, CHRISTINA	344.02	
FITZPATRICK, MICHAEL	1726.28	
FLEWELLING, ERIC J & FLEWELLING, JULIE M	1664.48	1212.49
FLEWELLING, MELISSA & HANNING, KIM & SILVERTHORN, KELLY	2278.36	
FLEWELLING, DOUGLAS A HEIRS	512.94	463.30
FLINT, DAVID A	313.12	6284.13
FORTIER, JOSEPH X	1610.92	1183.11
FOSTER, JODI L	185.40	
FOSTER, RACHEL E & LONG, JOSEPH	784.86	
G		
GABLE, KATHRYN G	1343.12	
GANIKHINA, TATYANA	1153.60	
GARDINER, CYNTHIA A	2947.86	

GEARY, CLYDE DRAKE	653.02	
GINZBURG, SERGEY & KISLOV, EVGENII & TENANTS IN COMMON	1355.48	1057.68
GONSALVES, JOHN R	5106.74	1431.98
GONYA, STEVEN REALTY TRUST	826.06	
* GRAHAM, BRET S	440.62	
GRAHAM, JOEL D	726.59	
GRANT, SARAH J	1027.94	928.86
GRAYBILL, JEANETTE M	3380.46	
GRAYBILL, MARK W & GRAYBILL, JEANETTE M	1474.96	
GREENLEAF, MICHELLE R	313.12	170.46
GREGSON, MADALINE M	1470.84	
* GRIFFETH PROPERTIES LLC	7916.58	
GRIFFITH, FREDERICK M & GRIFFITH, LEIGH C	1886.96	
GUIOD, DEBRA	2348.40	
** GUY, TIMOTHY A	311.06	
H		
HALL, VIOLET M	189.34	
HAND, TRENT L & HAND, SANDRA A	1159.78	939.03
HANNING, FRED	484.10	
HANNING, GEORGE J	904.34	
* HARDY, BILLY D & HARDY, JAMIE	2013.51	
HARNISH, JOAN R	3619.42	1398.18
** HARRIS, DAVID C JR	788.98	
HARTFORD STREET REALTY TRUST	1256.60	
* HATCH, PASTOR KEVIN B & KATHY E	832.85	
HAYES, TAMI L	41.20	90.40
HAYNES, MICHAEL Q	780.74	
HEATH, JOEL P & HEATH, SUE E	279.44	
** HEMORE, JAMES K & WILLIAMS-HEMORE, GRACE M	1701.56	
** HENDERSON, OTIS A	1431.70	
** HENDERSON, RUSSELL C	3252.74	
HENDERSON, TOBIAS E	1940.52	1472.39
HETHERINGTON, LARRY A	1371.96	995.53
HETHERINGTON, TONIMARIE T	1095.92	56.42
* HODGSON, JOHN R & CRANE, BARBARA A	588.73	
* HOGAN, LISA	500.00	
** HOLMES, CHRISTOPHER & HOMES, MITCHELL	1617.10	
** HOPKINS, RUTH C & HOPKINS, JOHNNY D	907.12	
HORTEN, BRETT	4795.68	3677.02
HORTON, THOMAS II & HORTON, RACHEL M	1534.70	
HOULTON AMERICA LLC	6124.38	
HOULTON SHOPPING CENTER ASSOCIATES LLC	101036.82	
HOWLAND, ROGER A	28.84	
HYLE, STEVEN S & HYLE, CHRISTINE M	716.02	
I		
* ILSLEY, SCOTT	389.34	652.32
** IVEY, JULIE A	2269.09	
IZZO, STEPHEN P & IZZO, DONNA J	1321.33	
J		
J & C ENTERPRISES	4476.38	
** JACKETT ENTERPRISES INC	267.80	
** JACKETT, BLAINE A & JACKETT, SHARON R	1464.66	
JAMESON, DANA A	1629.46	
JONES, ANSEL W	1277.20	783.09
JONES, DANA P & JONES, ELSIE L	1867.89	
JONES, LUKE & JONES, HEATHER	826.06	
JONES, STEVEN C & GRANT, TERI LYNN	933.18	
JOSLYN, CALVIN L	2855.16	
J-SQUARED LLC	1619.16	
K		
KEATING, CHRISTOPHER R & KEATING, JOAN C	267.80	

* KEEGAN, ALBERT K JR & ANN M & KEEGAN, SAMANTHA L	2099.14	
** KENOWSKI, MARK & KENOWSKI, LORRAINE	249.26	
KETCH, NANCY P	2115.49	
KINNEY, AUSTIN S JR & KINNEY, DIANE E	127.72	
* KINNEY, CANDICE	1626.60	
KINNEY, REBECCA R	1237.75	
KIRLIN, DAWN B (HEIRS)	632.42	869.47
KITCHEN, JEANNIE	65.92	
KNAPP, CHARLES J & KINNEY, CANDICE E	2486.42	
KNIGHTS, NANCY PARKS	2147.53	
L		
LAPRADE, VINCENT G JR & GIBLIN, BARBARA PERRY	558.26	
LARRABEE, NICKI J	5626.29	
LARSON, WILLIAM T SR	1207.16	1142.43
LAWLESS, BRYAN	661.26	932.82
LAWLESS, ROBERT J & HARNISH, KATHRYN B	4206.52	3056.65
LAWLIS, ROBERT M JR AS TRUSTEE OF	2425.81	
LAWSON, IAN M	4690.70	
** LEE, DIANE S & LEE, JAMIE D	786.92	
LEIGHTON, ANDREW H & LEIGHTON, LAURIE A	595.34	
LEWIS, MATTHEW J & LEWIS, KAREN P	166.86	
LINNEUS REALTY TRUST	1742.76	
LLOY, PETER & LLOY, WENDY	1083.56	954.85
LONDON, AMMIE & TOBY, JAMES D	480.64	
LONDON, KYLEE A & SCOTT, LAEL	608.43	
LOOMES, CAROLYN K	1236.00	1042.99
M		
MACDONALD, JASON	146.26	
MACDONALD, TRACY A	3600.88	
MACDONALD, WAYNE G SR (DEVISEES) & SABLONE, HOPE HEIR	412.94	
MADIGAN, CHRISTOPHER & CATHERINE M	1393.98	
MAGNUS HEIRS, BERTRAM A	2480.24	
MALONE, MICHELLE N	1959.06	
MARGISON, LAWRENCE S JR & MARGISON, SHELLEY L	1052.66	792.13
* MASON, ALICON	980.56	77.74
MASON, BRUCE & MASON, DORIS	292.52	
MASON, ROGER J	290.46	
MCAFFEE, MICHAEL & MCAFFEE, MARK	459.38	
MCAFFEE, JOHN W - TRUSTEE (HEIRS) & MCAFFEE FAMILY REALTY TRUST	1324.58	10216.79
MCCLURE, MICHELLE L	716.88	727.72
MCCLUSKEY, G WILLIAM & MCCLUSKEY, MARTINE B	1800.19	819.42
MCDONALD, STEPHEN L	2308.98	
MCGARY, JEFFREY & MCGARY, QUINSEY	3217.72	1239.67
MCGILLICUDDY, RENE	4270.38	4219.42
MCGRAW, JAMES A & MCGRAW, SHARON M	457.32	
** MCINTOSH, ROBERTA A	1555.30	
** MCQUEEN, DONAT DAVID & WALLACE, SANDRA MARIE	168.92	
MERRITT, ANN	1617.10	
MESSINA, JOSEPH V SR & DOREEN I & TRUSTEES MESSINA LIVING TRUST	100.94	
MEUCHADIM OF MAINE LP	3969.62	
MILLIKEN, LEON E ESTATE	2282.48	
MONFILS, ROBERT R & MONFILS, LORRAINE C	810.34	
** MONTHEARD, LAURENCE & MONTHEARD, BARBARA	1432.11	
** MOOERS, NATHANIEL J & MOOERS, ADDISON M	1497.62	
MOORE, NICHOLAS C JR & MOORE, JACQUELINE P	424.36	258.77
* MORAN, BONNIE M	94.76	480.25
MORLEY, CHRISTOPHER C	1615.04	
* MURRAY, ORLAND W (HEIRS)	1103.30	
N		
NADEAU, LUCAS N	154.50	
NASON, DAVID A	253.38	

NATALUK, MELISSA A	3147.68	1062.20
** NEELY, TRINA E	356.04	
NEHAL	14376.74	
NELSON, ERIC & NELSON, JENNIFER	46331.46	
NEVER ENUFF LLC	1337.81	
O		
OLIVER, JOEL B & OLIVER, LYNN W	5298.32	
P		
P&L HOLDINGS LLC.	18060.02	12314.74
PAGE, COLLEEN & MORSE, KEVIN D	5094.38	
PANNELL, MARY	2741.86	
PARKS, CHRISTINE M (LIFE ESTATE)	681.39	
PELTON, FELICIA A & PELTON, BAYARD	1625.34	2748.16
PICKERING, JEFFREY AS TRUSTEE	1800.44	1491.60
* PORTER, JOSEPH M & PORTER, MISTY A	5778.30	2869.78
PORTER, SARAH & RIDLEY, ROBERTINO J	3963.44	
POTTER, BARRETT S & POTTER, MARY L	2892.24	
POWER, ROBERT & POWER, JUNE A	788.74	
PRYOR, RANDALL R	2247.46	
Q		
QUINLAN, DANNY J	2855.16	
R		
* RAMSEY, JOHN & RAMSEY, SABRINA R	560.32	162.72
RAU, ERIC H & RAU, ERICKA W	11.70	
RAUB, ALLEN EDWARD & RAUB, KRISTIN LEAH	3561.74	89.49
REARDON, SHIRLEY	490.28	
RED DOOR PROPERTIES OF MAINE INC	3160.04	
REECE, CAROL ANN HEIRS	1271.02	
REYNOLDS, BRIAN P & REYNOLDS, APRIL J	1403.87	
RILEY, LEA	1153.60	
ROCKET MORTGAGE LLC	1004.87	
ROCKWELL, JAIME M & ROCKWELL, ERICA D DAVIS	512.94	11873.62
ROSS, DONALD J (HEIRS)	821.94	793.26
ROSS, HOLLY A	700.40	536.75
RUSH, STEPHEN D & RUSH, WANETA	1868.42	
RUSH, WILLIAM A (HEIRS)	206.00	
* RUSSELL, JOYCE A	739.54	329.28
RYAN, JOHN & RYAN, WENDY	3720.36	4675.73
S		
SCHOOLS, MICHAEL	906.40	833.94
SCHOOLS, JERRY A HEIRS	1458.48	1299.50
* SCOTT, GERALD D & SCOTT, CAROL G	387.32	
SENNETT, DANIEL & SENNETT, ANGIE	877.56	
SHAW, BRANDON W	1079.08	
SHAW, ELLERY W & SHAW, CYNTHIA E	697.04	
SHAW, SOLOMON E & SHAW, MONICA G	1487.32	
SHEA, GARY C	2010.41	
SHEAVES, TREVOR	1374.02	896.09
SHIRETOWN TAXI INC	2649.16	
SILLIBOY, KATELYN	1106.22	926.60
SJJ HOLDINGS II LLC	17266.92	
SKELTON , KATRINA DELONG (HEIRS)	1691.26	
SMITH, DAVID	1343.12	
SMITH, JORDAN T	1497.62	
SMITH, ROBERT W	302.82	264.42
SMITH, TINA	2086.78	
SNYDER, NANCY & SNYDER, TODD & SHEAVES, KIMBERLY	1485.26	
** SOLOMON, MICHAEL	412.00	
SONGS FOR CENTURIES STUDIOS	795.16	727.72
SOTO, JONATHAN	438.78	72.69
SOUCY, DANNY A & SOUCY, ERICA M	3184.76	

SPELLMAN, JOAN L	333.35	
STAUFFER, VERONICA	3551.59	3551.59
* STEARNS, MATTHEW	674.31	
STENGEL, KEVIN A	2333.98	
STEWART, KYLE W	737.48	
SUITTER, ERVIN D & SUITTER, DEBIE L	2863.40	2258.87
SUITTER, KEITH A (HEIRS)	317.24	33.60
SWALLOW, KILBURN B & SWALLOW, ABBIE B	4143.03	
** SYLVAIN, MARYANN & SYLVAIN, SHAUN R	1843.70	
T		
** TALPEY, KARLA J	2657.40	
TAPLEY, RANDOLPH	3431.96	1898.40
TAYLOR, DEBORAH M	1497.62	1274.64
** TAYLOR, KRISTIE	1223.64	
** TAYLOR, LISA J & HERMANN, DANIEL LEE	1462.60	
TBK MAINE PROPERTIES LLC	11051.90	16308.26
TCB HOULTON INC	6923.66	
TD BANK NA		1055.42
THIBODEAU, SETH F & THIBODEAU, BRITAINY L	1131.34	
THOMAS, RODERICK H	1779.84	1379.73
TIDD, CHRISTINE	611.82	335.53
TIDD, KELLI MARIE	2851.04	
TONER, JERRY J	1170.08	
TORRES, RICHARD J	1336.94	
** TOUPIN, SHAWN E	601.52	
V		
VANDYKES, CONNIE E	376.04	
W		
WARDWELL, STEVEN W JR	356.38	748.67
WATSON, CALEB	832.24	
WENTWORTH, FREDRICK E	630.36	
WESTAR LOGISTICS INC	8932.16	20699.34
WIGGINS (ESTATE), REBA Y	706.58	
WIGGINS, STEPHEN	94.76	
** WILLIAMS, CRAIG A & WILLIAMS, VICKY	325.48	
WOLHAUPTER, CHARLENE M	950.47	
WOODS, JAMES A & MYRON, ROSALIE D	6019.32	
WRIGHT, DOUGLASS M JR	441.00	
WRIGHT, RICKY C	934.55	
WRIGHT, DAVID M & WRIGHT, STEPHEN & TENANTS IN COMMON	2212.44	1914.22
Y		
YORK, BARRY	304.88	237.30
YORK, JENNIFER L	1363.72	1061.07
YORK, RICHARD J SR & WAITE-YORK, SUSAN	440.84	
YORK, ROBERT A DEVISEES	696.28	682.52
	714480.72	191490.24

Delinquent Personal Property Taxes as of December 31, 2023

* INDICATES PARTIAL PAYMENTS HAVE BEEN MADE ON TAXES AFTER THE BOOKS CLOSED ON DECEMBER 31, 2023, AND THAT BALANCES AND/OR CHARGES ARE STILL OUTSTANDING AS OF FEBRUARY 1, 2024

** INDICATES TAXES ASSESSED PLUS INTEREST CHARGES WERE COMPLETELY PAID BEFORE FEBRUARY 1, 2024, AFTER THE BOOKS CLOSED ON DECEMBER 31, 2023.

	CURRENT	PREVIOUS
A		
AMMEX WAREHOUSE CO INC	259.38	
AROOSTOOK VENDING LLC	26.78	27.12
AT&T SERVICES INC	498.52	
B		
BARNES, FORREST W	92.70	
BARNETT, MIKE	10.30	
BILL & BINK'S GLASS MENAGERIE	14.42	
BILLIE'S ARCH	43.26	45.20
BREWSTER FARM INC	3,586.46	
** BROWN, JERRY	103.00	
C		
CARMICHAEL, DELL		2903.63
CHEESEBOROUGH, LUIS A & SARA	61.80	65.54
COMMUNITY CELLULAR	37.08	
D		
DAVIS, BILLIE JO	6.18	9.04
DEAD RIVER CO	5,222.10	
DENG, JIA DE & LIANG, QING XIA	61.80	6.86
DONAHUE, MATTHEW	133.90	137.86
DONAHUE'S MAINTENANCE & MASONRY	4.12	4.52
F		
FITZPATRICK, SERENNA	6.18	
FLEWELLING, ERIC J	37.08	36.16
G		
GANEM, BARBARA		108.48
GENTIL, BYLL G	24.72	24.86
GRASSHOPPER ACADEMY	103.00	
GRAYBILL, MARK W	74.16	
GRIFFITH, FREDERICK M & LEIGH C	92.70	203.13
H		
HARTNETT, DANIELLE		108.48
HENDERSON, KARL A	30.90	65.54
HOULTON SHOPPING CENTER ASSOCIATES LLC	86.52	
HUNT, CHRISTINE	103.00	108.48
HUNTER, A KEITH & DEANNE M	61.80	
I		
INNOVATION BEHAVIOR SERVICES LLC	103.00	
J		
J & C ENTERPRISES	247.10	
J.E.I. SPORTS	20.60	24.86

J-SQUARED LLC	479.98	501.72
L		
LAWLIS, ROBERT M JR, TRUSTEE	61.80	65.49
M		
MCCLUSKEY, GEORGE W	103.00	
MCGILLICUDDY, RENE		461.04
MCINTOSH, HAZEL	92.70	97.18
MERRITT, TAYLER		113.00
MODERN BEAUTY SALON INC	166.86	
MOOERS, DONALD E & ROXANA R	16.48	15.82
MURCHIE, SHEILA	103.00	108.20
MUZAK LLC	12.36	
MUZZLE THUMP INDUSTRIES LLC	434.66	
N		
NELSON, ERIC L & JENNIFER M	20.60	
NORTHERN NEW ENGLAND COMMUNITY RESOURCE	103.00	108.48
P		
PARKVIEW TERRACE RENTALS INC	18.54	22.60
PICKERING, JEFFREY		253.89
PRAXAIR DISTRIBUTION INC	8.24	
Q		
QUADIENT INC		2.26
R		
RED DOOR PROPERTIES OF MAINE INC	494.40	
RED DOOR TITLE	12.36	
RUSH, STEPHEN D & WANITA L	288.40	
S		
SHEAVES, TREVOR	6.18	
SHIRETOWN GAMING LLC	102.87	
SJJ HOLDINGS II LLC	2,768.64	
SMITH, GREGORY C	16.48	2.26
SOUCY, DANNY & ERICA	2.06	2.26
T		
TANG'S CHINESE CUISINE	685.98	
TAPLEY, RANDOLPH	117.42	219.22
TOOK A LEAP FARM	103.00	108.48
TUCKER, DAVE	420.24	
TURNING POINT MENTAL HEALTH PROFESSIONAL LLC	59.74	
U		
UNITED CONSTRUCTION & FORESTRY LLC	1,542.94	
W		
WATSON, CORINNE D	103.00	



Proven Expertise & Integrity

August 5, 2024

Town Council
Town of Houlton
Houlton, Maine

We were engaged by the Town of Houlton, Maine and have audited the financial statements of the Town of Houlton, Maine as of and for the year ended December 31, 2023. The following schedules have been excerpted from the 2023 financial statements, a complete copy of which, including our opinion thereon, are available for inspection at the Town. Included herein are:

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

RHR Smith & Company

Certified Public Accountants

STATEMENT C

TOWN OF HOULTON, MAINE

BALANCE SHEET - GOVERNMENTAL FUNDS
DECEMBER 31, 2023

	General Fund	Tax Increment Financing	Airport Projects	Cemetery Fund	Other Governmental Funds	Total Governmental Funds
ASSETS						
Cash and cash equivalents	\$ 6,586,994	\$ -	\$ -	\$ 12,605	\$ 208,882	\$ 6,808,481
Investments	78,596	-	-	526,845	-	605,441
Accounts receivable (net of allowance for uncollectibles):						
Taxes	790,915	-	-	-	-	790,915
Liens	168,948	-	-	-	-	168,948
Other	1,004,476	-	-	-	-	1,004,476
Due from other governments	-	-	-	-	54,437	54,437
Inventory	62,629	-	-	-	-	62,629
Due from other funds	122,660	3,723,876	292,191	3,047	728,564	4,870,338
TOTAL ASSETS	\$ 8,815,218	\$ 3,723,876	\$ 292,191	\$ 542,497	\$ 991,883	\$ 14,365,665
LIABILITIES						
Accounts payable	\$ 156,689	\$ -	\$ -	\$ -	\$ -	\$ 156,689
Accrued payroll	159,079	-	-	-	-	159,079
Due to other governments	7,556	-	-	-	-	7,556
Due to other funds	4,747,678	-	-	-	122,660	4,870,338
TOTAL LIABILITIES	5,071,002	-	-	-	122,660	5,193,662
DEFERRED INFLOWS OF RESOURCES						
Prepaid taxes	39,803	-	-	-	-	39,803
LRAP funding	65,552	-	-	-	-	65,552
Deferred revenue	-	-	-	-	180,238	180,238
Deferred taxes	763,870	-	-	-	-	763,870
TOTAL DEFERRED INFLOWS OF RESOURCES	869,225	-	-	-	180,238	1,049,463
FUND BALANCES						
Nonspendable	62,629	-	-	-	-	62,629
Restricted	-	3,723,876	292,191	542,497	137,324	4,695,888
Committed	-	-	-	-	598,361	598,361
Assigned	400,000	-	-	-	8,701	408,701
Unassigned (deficit)	2,412,362	-	-	-	(55,401)	2,356,961
TOTAL FUND BALANCES	2,874,991	3,723,876	292,191	542,497	688,985	8,122,540
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	\$ 8,815,218	\$ 3,723,876	\$ 292,191	\$ 542,497	\$ 991,883	\$ 14,365,665

See accompanying independent auditor's report and notes to financial statements.

STATEMENT E

TOWN OF HOULTON, MAINE

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2023

	General Fund	Tax Increment Financing	Airport Projects	Cemetery Fund	Other Governmental Funds	Total Governmental Funds
REVENUES						
Taxes:						
Property taxes	\$ 7,666,023	\$ -	\$ -	\$ -	\$ -	\$ 7,666,023
Excise taxes	1,129,697	-	-	-	-	1,129,697
Intergovernmental revenue	2,807,916	-	-	-	-	2,807,916
Interest	131,206	-	-	440	553	132,199
Charges for services	1,552,174	-	-	-	-	1,552,174
Other revenues	163,901	16,011	1,161,044	3,300	981,022	2,325,278
TOTAL REVENUES	13,450,917	16,011	1,161,044	3,740	981,575	15,613,287
EXPENDITURES						
Current:						
General government	785,884	-	-	-	-	785,884
Protection	3,200,978	-	-	-	-	3,200,978
Public services	1,139,653	-	-	-	-	1,139,653
Employee benefits	1,655,760	-	-	-	-	1,655,760
Health and culture	332,585	-	-	-	-	332,585
Parks and recreation	666,214	-	-	-	-	666,214
Airport	171,279	-	-	-	-	171,279
Education	2,275,752	-	-	-	-	2,275,752
County tax	517,910	-	-	-	-	517,910
Unclassified	352,199	-	-	4,060	554,478	910,737
Capital outlay	-	281,373	941,927	-	494,650	1,717,950
Debt service:						
Principal	505,752	-	-	-	-	505,752
Interest	33,822	-	-	-	-	33,822
TOTAL EXPENDITURES	11,637,788	281,373	941,927	4,060	1,049,128	13,914,276
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	1,813,129	(265,362)	219,117	(320)	(67,553)	1,699,011
OTHER FINANCING SOURCES (USES)						
Transfers in	-	821,949	-	-	205,000	1,026,949
Transfers (out)	(1,026,949)	-	-	-	-	(1,026,949)
TOTAL OTHER FINANCING SOURCES (USES)	(1,026,949)	821,949	-	-	205,000	-
NET CHANGE IN FUND BALANCES	786,180	556,587	219,117	(320)	137,447	1,699,011
FUND BALANCES - JANUARY 1	2,088,811	3,167,289	73,074	542,817	551,538	6,423,529
FUND BALANCES - DECEMBER 31	\$ 2,874,991	\$ 3,723,876	\$ 292,191	\$ 542,497	\$ 688,985	\$ 8,122,540

See accompanying independent auditor's report and notes to financial statements.

TOWN OF HOULTON, MAINE

BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
 BUDGET AND ACTUAL - GENERAL FUND
 FOR THE YEAR ENDED DECEMBER 31, 2023

	<u>Budgeted Amounts</u>			Variance Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
Budgetary Fund Balance, January 1	\$ 2,088,811	\$ 2,088,811	\$ 2,088,811	\$ -
Resources (Inflows):				
Property taxes	7,939,835	7,939,835	7,666,023	(273,812)
Excise taxes	1,099,800	1,099,800	1,129,697	29,897
Intergovernmental	2,527,531	2,527,531	2,807,916	280,385
Interest income	94,000	94,000	131,206	37,206
Charges for services	1,261,354	1,261,354	1,552,174	290,820
Other revenues	222,837	222,837	163,901	(58,936)
Amounts Available for Appropriation	<u>15,234,168</u>	<u>15,234,168</u>	<u>15,539,728</u>	<u>305,560</u>
Charges to Appropriations (Outflows):				
General government	819,064	819,064	785,884	33,180
Protection	3,415,000	3,415,000	3,200,978	214,022
Public services	1,209,134	1,209,134	1,139,653	69,481
Employee benefits	1,854,248	1,854,248	1,655,760	198,488
Health and culture	339,808	339,808	332,585	7,223
Parks and recreation	705,911	705,911	666,214	39,697
Airport	85,575	85,575	171,279	(85,704)
Education	2,275,752	2,275,752	2,275,752	-
County tax	517,910	517,910	517,910	-
Unclassified	432,810	432,810	352,199	80,611
Debt service:				
Principal	575,311	575,311	505,752	69,559
Interest	33,822	33,822	33,822	-
Transfers to other funds	952,429	952,429	1,026,949	(74,520)
Total Charges to Appropriation	<u>13,216,774</u>	<u>13,216,774</u>	<u>12,664,737</u>	<u>552,037</u>
Budgetary Fund Balance - December 31	<u>\$ 2,017,394</u>	<u>\$ 2,017,394</u>	<u>\$ 2,874,991</u>	<u>\$ 857,597</u>
Utilization of Unassigned Fund Balance	<u>\$ 71,417</u>	<u>\$ 71,417</u>	<u>\$ -</u>	<u>\$ (71,417)</u>

See accompanying independent auditor's report and notes to financial statements.

SCHEDULE A

TOWN OF HOULTON, MAINE

SCHEDULE OF DEPARTMENTAL OPERATIONS - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2023

	Original Budget	Adjustments	Final Budget	Actual Expenditures	Variance Positive (Negative)
GENERAL GOVERNMENT					
Administration	\$ 588,421	\$ -	\$ 588,421	\$ 566,204	\$ 22,217
Assessing	101,135	-	101,135	97,040	4,095
Code enforcement	62,891	-	62,891	59,567	3,324
Community development Planning board	63,767	-	63,767	62,832	935
	2,850	-	2,850	241	2,609
Total	819,064	-	819,064	785,884	33,180
PROTECTION					
Protection	469,192	-	469,192	507,475	(38,283)
Police department	1,351,868	-	1,351,868	1,187,501	164,367
Fire department	645,303	-	645,303	591,288	54,015
Ambulance department	948,637	-	948,637	914,714	33,923
Total	3,415,000	-	3,415,000	3,200,978	214,022
PUBLIC SERVICES					
Public services	951,634	-	951,634	871,974	79,660
Road maintenance	257,500	-	257,500	267,679	(10,179)
Total	1,209,134	-	1,209,134	1,139,653	69,481
EMPLOYEE BENEFITS					
	1,854,248	-	1,854,248	1,655,760	198,488

SCHEDULE A (CONTINUED)

TOWN OF HOULTON, MAINE

SCHEDULE OF DEPARTMENTAL OPERATIONS - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2023

	Original Budget	Adjustments	Final Budget	Actual Expenditures	Variance Positive (Negative)
HEALTH AND CULTURE					
Health and social services	35,865	-	35,865	24,900	10,965
Outside agencies	203,970	-	203,970	204,033	(63)
Cemeteries	99,973	-	99,973	103,652	(3,679)
Total	339,808	-	339,808	332,585	7,223
PARKS AND RECREATION					
Administration	144,910	-	144,910	134,949	9,961
Youth	82,500	-	82,500	80,776	1,724
Maintenance	260,683	-	260,683	244,084	16,599
Arena	217,818	-	217,818	206,405	11,413
Total	705,911	-	705,911	666,214	39,697
AIRPORT					
Administration	85,575	-	85,575	171,279	(85,704)
Total	85,575	-	85,575	171,279	(85,704)
EDUCATION	2,275,752	-	2,275,752	2,275,752	-
COUNTY TAX	517,910	-	517,910	517,910	-
DEBT SERVICE					
Principal	575,311	-	575,311	505,752	69,559
Interest	33,822	-	33,822	33,822	-
Total	609,133	-	609,133	539,574	69,559

SCHEDULE A (CONTINUED)

TOWN OF HOULTON, MAINE

SCHEDULE OF DEPARTMENTAL OPERATIONS - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2023

	Original Budget	Adjustments	Final Budget	Actual Expenditures	Variance Positive (Negative)
UNCLASSIFIED					
Public buildings	48,989	-	48,989	45,368	3,621
White building	7,100	-	7,100	6,300	800
Capital plan projects	-	-	-	186,800	(186,800)
Abatements	20,000	-	20,000	113,731	(93,731)
Overlay	356,721	-	356,721	-	356,721
Total	<u>432,810</u>	<u>-</u>	<u>432,810</u>	<u>352,199</u>	<u>80,611</u>
TRANSFERS					
Capital projects funds	205,000	-	205,000	205,000	-
Tax increment financing	747,429	-	747,429	821,949	(74,520)
Total	<u>952,429</u>	<u>-</u>	<u>952,429</u>	<u>1,026,949</u>	<u>(74,520)</u>
TOTAL DEPARTMENTAL OPERATIONS	<u>\$ 13,216,774</u>	<u>\$ -</u>	<u>\$ 13,216,774</u>	<u>\$ 12,664,737</u>	<u>\$ 552,037</u>

See accompanying independent auditor's report and notes to financial statements.

SCHEDULE B

TOWN OF HOULTON, MAINE

COMBINING BALANCE SHEET - NONMAJOR GOVERNMENTAL FUNDS
DECEMBER 31, 2023

	Special Revenue Funds	Capital Projects Funds	Total Nonmajor Governmental Funds
ASSETS			
Cash and cash equivalents	\$ 193,060	\$ 15,822	\$ 208,882
Due from other governments	54,437	-	54,437
Due from other funds	146,025	582,539	728,564
TOTAL ASSETS	<u>\$ 393,522</u>	<u>\$ 598,361</u>	<u>\$ 991,883</u>
LIABILITIES			
Due to other funds	\$ 122,660	\$ -	\$ 122,660
TOTAL LIABILITIES	<u>122,660</u>	<u>-</u>	<u>122,660</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred revenue	180,238	-	180,238
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>180,238</u>	<u>-</u>	<u>180,238</u>
FUND BALANCES			
Nonspendable	-	-	-
Restricted	137,324	-	137,324
Committed	-	598,361	598,361
Assigned	8,701	-	8,701
Unassigned (deficit)	(55,401)	-	(55,401)
TOTAL FUND BALANCES	<u>90,624</u>	<u>598,361</u>	<u>688,985</u>
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	<u>\$ 393,522</u>	<u>\$ 598,361</u>	<u>\$ 991,883</u>

See accompanying independent auditor's report and notes to financial statements.

TOWN OF HOULTON, MAINE

COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
 FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED DECEMBER 31, 2023

	Special Revenue Funds	Capital Projects Funds	Total Nonmajor Governmental Funds
	<u> </u>	<u> </u>	<u> </u>
REVENUES			
Interest income	\$ -	\$ 553	\$ 553
Other	552,953	428,069	981,022
TOTAL REVENUES	<u>552,953</u>	<u>428,622</u>	<u>981,575</u>
EXPENDITURES			
Capital outlay	-	494,650	494,650
Other	499,322	55,156	554,478
TOTAL EXPENDITURES	<u>499,322</u>	<u>549,806</u>	<u>1,049,128</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>53,631</u>	<u>(121,184)</u>	<u>(67,553)</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	-	205,000	205,000
Transfers (out)	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>205,000</u>	<u>205,000</u>
NET CHANGE IN FUND BALANCES	53,631	83,816	137,447
FUND BALANCES - JANUARY 1	<u>36,993</u>	<u>514,545</u>	<u>551,538</u>
FUND BALANCES - DECEMBER 31	<u>\$ 90,624</u>	<u>\$ 598,361</u>	<u>\$ 688,985</u>

See accompanying independent auditor's report and notes to financial statements.