

Report on the Select Board Meeting of July 28, 2026

Prepared by Alison Freeman

Note: These are not official minutes -- -- just notes taken by me. Official minutes will be available from the Town Office and will be posted on the Town web site following Board approval at the next meeting.

Please email me at news@singingbridge.net with any questions, comments, or requests to subscribe to the list. To unsubscribe, simply follow the instructions at the bottom of this email.

These notes, and the full agenda with the packet for the meeting, are available at SingingBridge.net as a PDF

Recordings of Select Board meetings are available on the Town's YouTube channel:

<https://www.youtube.com/@GeorgetownME>

The Meeting: The meeting was conducted as a Zoom hybrid. Select Board Members Aria Ee, Katie Goodwin, and Kathy Gravino, and Town Administrator Tyler Washburn were together in the Town Office. There were 13 members of the public in attendance in person or on Zoom.

The minutes of the meeting of June 23rd and June 14th, 2026, were approved. They will be posted on the Town website.

Most Important/Interesting Items: In my judgment, the following items were the most important things covered during the meeting.

- Margaret McDiarmid and David Forkey were appointed to the Personnel Policy Work Group
- A Catering Liquor License for The Oyster Lady LLC for an event at Robinhood Free Meetinghouse was approved

Correspondence:

The Town Administrator reported on correspondence received. For a complete listing of this correspondence, see the Meeting Agenda on the Town website. Members of the public may come to the Town Office to read the correspondence items listed here. **Most items are scanned in and included in the meeting packet that can be downloaded from the Town website before the meeting. The packet is also included in the Singing Bridge Meeting Reports at SingingBridge.net.**

The most interesting items were:

- State
 - Office of Senator Tepler - Newsletter
 - Continued Follow Up – ME DOT re: 127 Project in Arrowsic
- Local
 - Sagadahoc EMA – 2027 Hazard Mitigation Plan – Project Opportunities
 - Conservation Commission – Water Testing Notice

Upcoming Events/Dates:

Working Waterfront Work Group – July 29 – 5:30pm - HYBRID
Recreation Committee – August 4 – 6pm – HYBRID
Planning Board – August 5 – 7pm - HYBRID
Shellfish Committee – August 6 – 4:30pm – HYBRID*
Conservation Commission – August 10 – 6pm – ZOOM
Fire Department Business Meeting – August 10 – 7pm - IN PERSON
Solid Waste Management Committee – August 13 – 7pm – ZOOM
Select Board – August 18 – 6pm – HYBRID
School Committee – August 19 – 5pm – HYBRID
Planning Board – August 19 – 7pm – HYBRID
Harbor Committee – August 20 – 5pm – HYBRID*

NOTE: an asterisk () indicates Zoom available if requested*

The next meeting of the Select Board will be at 6 PM on Tuesday, August 18th. The public is welcome to attend in person or on ZOOM. E-mail gtwnme@hotmail.com for the ZOOM code to join the meeting no later than 2pm that day. The agenda and meeting packet are available, usually the Monday before a meeting, at: https://www.georgetownme.com/?page_id=6611

Prepared and distributed by Alison Freeman

Multiple Agencies Respond to Woods Fire in Georgetown

Town of Georgetown, Maine — At approximately 1:41 p.m. (1341 hours), the Sagadahoc County Communications Center received a report of smoke in the area of the Georgetown General Store. Georgetown Fire and Rescue personnel arrived on scene within minutes and reported a rapidly expanding woods fire measuring approximately 200 yards by 200 yards. Due to the fire's growth and potential for further spread, mutual aid resources were immediately requested.

Firefighters from Arrowsic, Woolwich Fire/Rescue Woolwich EMS, West Bath Fire/Rescue, and the Maine Forest Rangers responded to assist with fire suppression efforts. Additional support was provided by the Maine Forestry Service Helicopters, Sagadahoc County Emergency Management Agency, the Sagadahoc County Drone Team, Dresden Fire/Rescue, Wiscasset Fire Department, Topsham Fire & Rescue, Richmond (ME) Fire Department, Edgcomb Fire, and Brunswick Fire & Rescue.

Through the coordinated efforts of all responding agencies, crews were able to quickly contain and knock down the fire, preventing further spread.

At this time, there is no threat to the public. Firefighters and forestry personnel will remain on scene to extinguish remaining hot spots and monitor the area to ensure the fire does not rekindle.

The cause of the fire remains under investigation at this time.

GLEANNING
at the Town Office

Free, fresh produce from local
farms & Georgetown gardens
for all residents.

Wednesdays
1:30-2:30
June 17-Mid-October

ALL ARE WELCOME!
Bring your own bag

Extras will be placed in the Town Office Lobby
after 2:30 for the taking.

GEORGETOWN WORKING LEAGUE

SUMMER

FUNDRAISING



THRIFTS AND GIFTS SHOP

Open Friday & Saturday 10-4 and Sunday 1-4

Memorial Day Thru Labor Day

833 Five Islands Road Georgetown

Handmade crafts-thrifts-local artisans-collectibles-kids corner

2026 QUILT RAFFLE

\$5 For a Book of 7 Tickets

Buy a chance to win our 2026 GWL quilt!
Tickets can be purchased at the Thrifts and
Gifts shop or through our website.



BID\$ AND BITE\$

Saturday, August 8th from 10-1pm

Georgetown Community Center

Silent Auction-Baked Goods & Coffee-Kids Corner-
Live Music-Quilt Raffle-LEGENDAIRY Ice Cream Truck!



JOIN THE GWL!

Create-Volunteer-Raise Money for the
Community-Meet New People-
Have fun!

Email for more information:
gtownworkingleague@gmail.com



Help us raise money for the Community
WWW.GEORGETOWNWORKINGLEAGUE.ORG





J O B O P P O R T U N I T I E S

The Town of Georgetown is currently looking for applicants who may be interested in the following positions:

- Animal Control Officer
- Deputy Shellfish Warden
- Per Diem Firefighters /EMT
- Transfer Station Substitutes

**FOR MORE INFORMATION, CALL TOWN OFFICE.
207-371-2820.**



MAINE'S FIRST SHIP



**Live talks at the Jane Stevens Visitors Center at the Bath Freight Shed
Wednesday Evenings 7pm -8pm, June through July, 2026**

June 3 Whit Perry: Director of Maritime Preservation and Operations, Plimoth Patuxet Museums; Captain, Mayflower II
A Tour of the Mayflower II

June 10 Arista Holden: Executive Director, Atlantic Challenge
The Atlantic Challenge

June 17 Neill De Paoli: Manager, Colonial Pemaquid State Historic Site
The Hurricane of 1635 along the coast of Maine

June 24 Harald Prins: Professor of Anthropology, Kansas State University
The Wild Horses of Old Sagadahoc

No lecture on 4th of July week. Enjoy Bath Heritage Days!

July 8 Jim Nelson: Author and MFS Rigger
European Ship's Rigging During the Age of Discovery (1418-1620)

July 15 Ted South: MFS Volunteer
An introduction to the Archeology of the Popham Colony Site

July 22 Arthur Spiess: Chief Historic Preservationist, Prehistoric Archaeology,
Maine Historic Preservation Commission
Native American archaeology around Casco Bay, Merrymeeting Bay and the lower Kennebec River

July 29 Jeffrey Brain
North American Indians and European Contact: Putting the Popham Colony in Perspective

The Mooring B & B and Catering

Summer 2026 Pop-up Dinner Dates

Advance-purchased tickets only. Limited seating.

Please email: mooringbb@midmaine.com

Or call 207-371-2790 for payment options.

Appetizer Buffet — Soup — Salad — Entrée with sides — Desserts

\$75 per person 6 pm

Lobster Newburg	June 23 rd	Rib-Eye with Mushrooms
Haddock with Crumb Topping	June 30 th	Orange Glazed Duck
Seafood Alfredo	July 7 th	Chicken Marsala
Sunday Brunch 10:30 to 1:00	July 12 th	\$40 per Person—All you can eat
Grilled Swordfish	July 14 th	Grilled Lamb Chops
Lemon Tarragon Chicken	July 28 th	Haddock Newburg
Filet Mignon with Blue Cheese Butter	August 4 th	Maple Glazed Salmon
Sunday Brunch 10:30 to 1:00	August 9 th	\$40 per Person—All you can eat
Boiled Lobster Dinner	August 11 th	Chicken Piccata
Prime Rib	August 18 th	Grilled Tuna Steak
Crab-Stuffed Haddock	August 25 th	Stuffed Pork
Eggplant Parmesan	September 1 st	Chicken Parmesan
Sunday Brunch 10:30 to 1:00	September 6 th	\$40 per Person—All you can eat

Cash Bar with Beer & Wine. Lemonade & Iced Tea

\$40 to-go available between 5-5:30 pm

Consuming raw or undercooked meats, poultry, seafood, shellfish or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions.

132 Seguinland Rd.
Georgetown, Maine



Come Work With Us!

Substitute Teachers Needed!



Join our close-knit coastal school!

Georgetown Central School is a small, vibrant community school located just *15 minutes from Downtown Bath*. If you love working with kids and want a flexible, rewarding schedule, we would love to welcome you into our family!

Position Overview & FAQs

Do I need an education degree?

- **No!** You do not need a background or a college degree in education to substitute. It's a fantastic opportunity for community members from all walks of life!

Grade Levels & Opportunities

- Our school services students in PreK through 6th grade.
- A sub may spend a day in a classroom teaching role, an ed tech role, or a specials teacher role! (art, music, PE, guidance, or library)

Key Requirements

- Must enjoy working with kids!
- Must be able to pass a standard Maine State background check & fingerprinting process. (fingerprinting fees will be reimbursed)

Application Checklist

As part of the **AOS 98 Rocky Channels School System**, please ensure your application packet includes:



Completed Application Form (signed and dated)



Current Resume detailing previous work history or activities



Official or Unofficial Transcripts from any colleges/universities attended

READY TO JOIN OUR TEAM?

Email your packet to: info@aos98schools.org or drop it off at the school office!

Georgetown Central School • (207) 371-2160 • georgetown.aos98.net



SPONSORED BY THE GEORGETOWN REC COMMITTEE

FREE YOGA

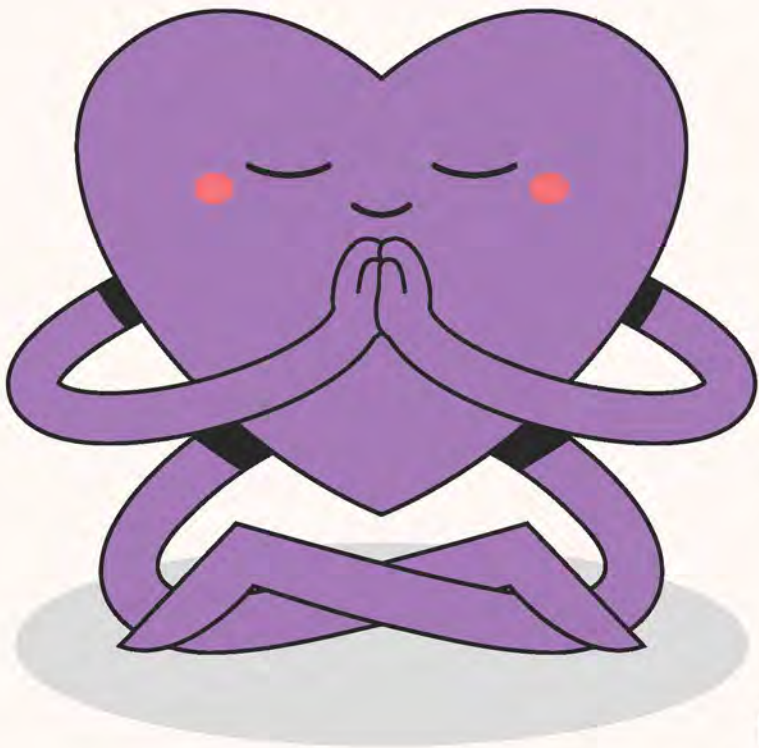


First Sundays
12:30 w/ Susan

Second Sundays
12:30 w/ Andrea

Third Sundays
12:30 w/ Susan

Fourth Sundays
12:30 w/ Sara



DONATIONS WELCOMED

NO EXPERIENCE NECESSARY
& OPEN TO ALL RESIDENTS

GCS GYM

BYO MAT, WATER, TOWEL



Starting
7/12

All levels
YOGA

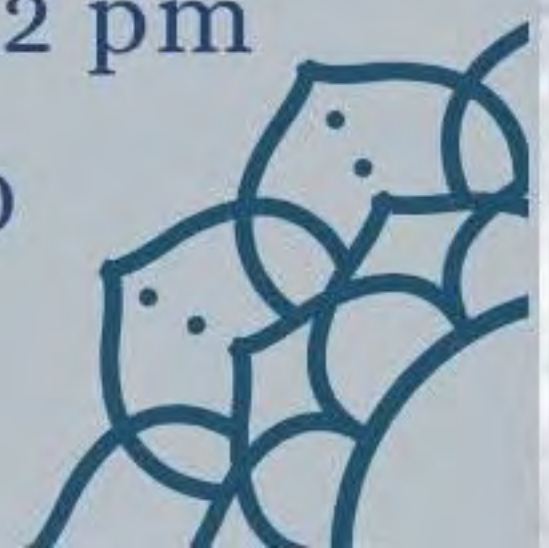
on the lawn

with
ANDREA REAZER

EVERY SUNDAY

11 am - 12 pm

\$20



SELECT BOARD, TOWN OF GEORGETOWN

Agenda for Tuesday, July 28, 2026

6:00pm, Town Office

Hybrid meeting held via ZOOM for public and at the Town Office for SB Members who wish.

Please email gtwnme@hotmail.com for the ZOOM login info.

*indicates copy provided to Select Board

***INDICATES THE NEED FOR A MOTION TO APPROVE**

Call to order:

Moments of Silence & Celebrations

Public comment:

Items to be added to the agenda (if approved by chair and board):

- Approval of a Catering Liquor License for The Oyster Lady LLC*

Scheduled appointments:

- 6:05pm – Recess to convene a Board of Assessors meeting (no action expected)
- 7pm – Executive Session
- 7:30pm - Executive Session

Minutes:

- June 23th Minutes**
- June 14th Minutes**

Continuing Items:

- Receipts for pumping:
- Maine Waste Discharge License *renewal* / transfer applications:
 - Rekgreasion Properties LLC (Ocean Ave)
- Maine Waste Discharge License *approvals*:
- PBR / NRPA :
 - Experimental Venture LLC (Bareneck Island)

Review:

Correspondence:

- State
 - Office of Senator Tepler - Newsletter
 - Continued Follow Up – ME DOT re: 127 Project in Arrowsic
- Local
 - Sagadahoc EMA – 2027 Hazard Mitigation Plan – Project Opportunities
 - Conservation Commission – Water Testing Notice

Board Member / Committee Updates:

- Ms. Eee:

- Ms. Goodwin:
- Ms. Gravino:

Town Administrator Update

Fire Chief Update

Old Business:

- Memorandums of Understanding
 - School / Town
 - Tri Party (Recreation, Conservation, and TOPMB)
 - Conservation and Community Center
- Renewal (and revisions) to Financial Controls Policy*
- Comprehensive Plan Check In
- Update / Check-In on Parking Discussion

New Business:

- Schedule a trip to MacMahan Island
- Approval of GVFD Request to utilize reserve funds*
- Appointments of Committee / Work Group Members:
 - Brett Lindsay, Shellfish Committee, 3-year term*
 - Margaret “Meg” McDiarmid, Personnel Policy Work Group*
 - David “Dave” Forkey, Personnel Policy Work Group*

Items For Signature:

- Appointment Certificates
- Cemetery Deeds

Public comment:

Executive Session:

- pursuant to 1 M.R.S. Section 405(6)(C) regarding acquisition of real property or economic development
- pursuant to 1 M.R.S. Section 405(6)(E) regarding consultations with legal counsel
- pursuant to 1 M.R.S. Section 405(6)(A) regarding personnel matters

Adjournment:

UPCOMING MEETINGS, EVENTS, AND DATES TO REMEMBER...

NOTE: an asterisk (*) indicates Zoom available if requested

Select Board – July 28 – 6pm – HYBRID
 Planning Board – July 29 – 9am – HYBRID
 Working Waterfront Work Group – July 29 – 5:30pm - HYBRID
 Recreation Committee – August 4 – 6pm – HYBRID
 Planning Board – August 5 – 7pm - HYBRID
 Shellfish Committee – August 6 – 4:30pm – HYBRID*

Conservation Commission – August 10 – 6pm – ZOOM
Fire Department Business Meeting – August 10 – 7pm - IN PERSON
Solid Waste Management Committee – August 13 – 7pm – ZOOM
Select Board – August 18 – 6pm – HYBRID
School Committee – August 19 – 5pm – HYBRID
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Harbor Committee – August 20 – 5pm – HYBRID*

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BOARD OF ASSESSORS, TOWN OF GEORGETOWN
Agenda for Tuesday, July 28, 2026 at 6:05 pm

Abatements to address:

Old Business:

Abatements awaiting further action:

- 46 Stevens Lane (10R-025-A1, Magliozzi)

Pending abatements received to appear on future agenda:

Other assessing items, no action expected:

- Application for PILOT, Appalachian Mountain Club
-

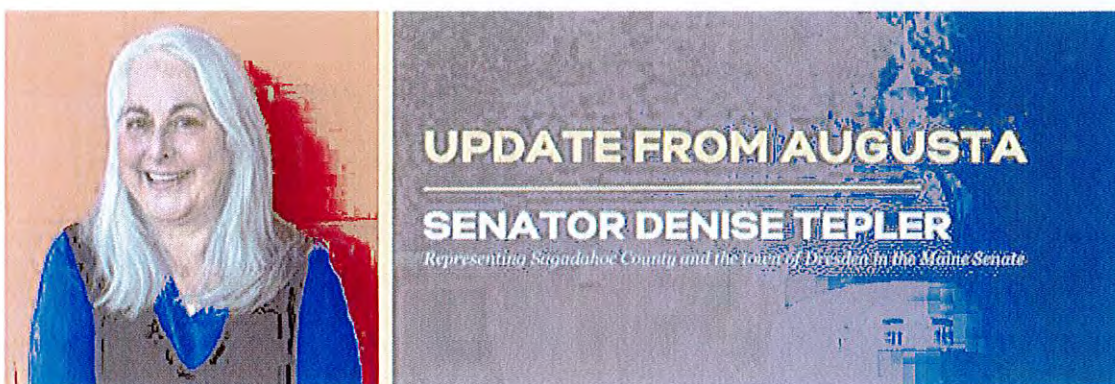
Swans Island Ferry, Deer Permit Lottery, and more

From Senator Denise Tepler <denise.tepler@legislature.maine.gov>

Date Fri 7/17/2026 2:30 PM

To gtwnme@hotmail.com <GtwnME@hotmail.com>

Having trouble viewing this email? [Read it as a web page.](#)



Dear Dolores J. Pinette,

Like many in our community and across Maine, I was deeply shocked and saddened to learn that a man in Biddeford, Johan Sebastián Durán Guerrero, was shot and killed by an ICE agent. Mr. Guerrero should still be with his family. First and foremost, my heart goes out to his family and all who knew and loved him.

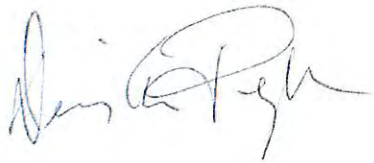
I strongly believe that ICE and federal agencies must cooperate with state and local authorities to fully and transparently investigate this tragedy.

While there is still much to learn about what transpired, it is once again clear that ICE is operating with little respect for due process and public safety. This senseless violence must stop.

I am heartened to see that Mainers have made their voices heard clearly and peacefully in the aftermath of this horrible event. Know that I am standing with you in defense of safety, dignity and our shared humanity.

Please don't hesitate to reach out to me and my office at (207) 287-1515 or Denise.Tepler@legislature.maine.gov if there is anything we can do for you.

Sincerely,



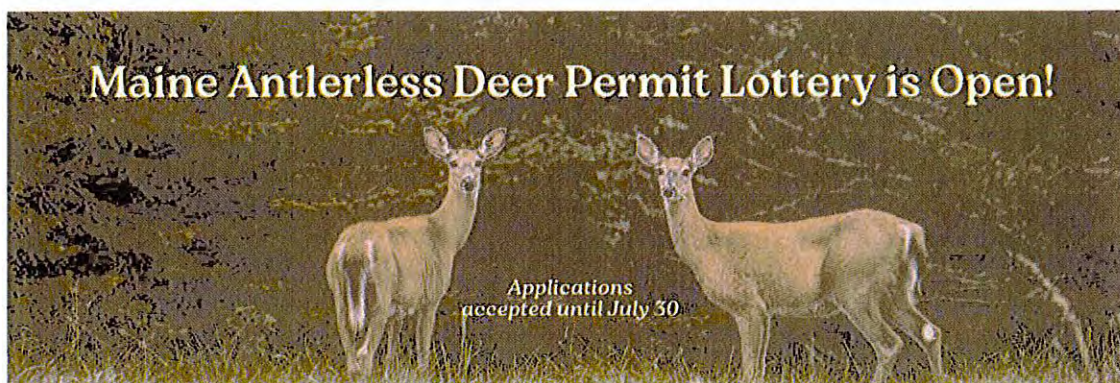
SWANS ISLAND FERRY SERVICE



Last week, Rep. Bridgeo, Rep. Terry, Rep. Hepler, Rep. Cluchey and I had the privilege to take a trip on the recently restored Swans Island Ferry Service. This past session Rep. Cluchey introduced legislation that allowed for the renewal of services, which I happily cosponsored.

I'm so thankful for Rep. Cluchey for introducing this bill, which benefits all of our communities.

ANTLERLESS DEER PERMITS



Attention hunters: the lottery for antlerless deer hunting permits is open through July 30, 2026!

Winners will be selected from a drawing to be held on August 13, 2026. There is no fee to enter, but winners must claim and purchase a permit, with proceeds helping fund the management of deer wintering areas.

To apply for an antlerless deer permit, you must possess a valid Maine license to hunt big game.

[Enter Here](#)

BATH SUMMER CONCERT SERIES



**2026
Main Street Bath
Gazebo Concert
Series**



The Summer concerts in Bath continue!

The Bath Municipal Swing Band will be playing every Tuesday at 6:30 p.m. in Library Park.

Every Friday at 6:30 p.m., other local musicians and groups will also be playing in Library Park.



Bath will also be hosting the Levitt AMP Bath Waterfront Music Series. The waterfront concerts will also host local performers, and will be completely free and open to everyone.

BOWDOINHAM SUMMER CONCERT SERIES

SUNDAY SUMMER CONCERT SERIES

7/5 - COUNTRY STORE / THREE ROBBERS PUB
BACK WOODS ROAD

7/12 - MERRYMEETING ARTS CENTER
DYSFUNCTION JUNCTION

7/19 - BCDI
NOVEL JAZZ

7/26 - BOWDOINHAM FOOD PANTRY
ROUGH SAWN

8/2 - HAVEN HOMESCHOOL COLLECTIVE
RED BEANS AND RICE

8/9 - BOWDOINHAM PUBLIC LIBRARY
CILANTRO

8/16 - BOWDOINHAM ROWING CLUB
HERON HEMINGWAY

8/23 - BHAM COMMUNITY CONNECTIONS
LEOPARD GIRLS

8/30 - COUNTRY STORE / THREE ROBBERS PUB
MAGIC EIGHT BALL

**BENEFIT
DINNERS**

**SUNDAY
NIGHTS
7/5-8/30**

6-8PM

**MAILLY
WATERFRONT
PARK**



FMI & MENU

The Town of Bowdoinham will continue to host their Sunday Summer Concert Series throughout the next couple months. There is still plenty of time to enjoy some free music if you haven't already!

Every Sunday night, from 6 to 8 p.m., a local band or musician will play at Mailly Waterfront Park. There are a total of nine concerts, and the event may also be paired with a benefit dinner hosted by a local non-profit. You can find the whole summer series lineup above!

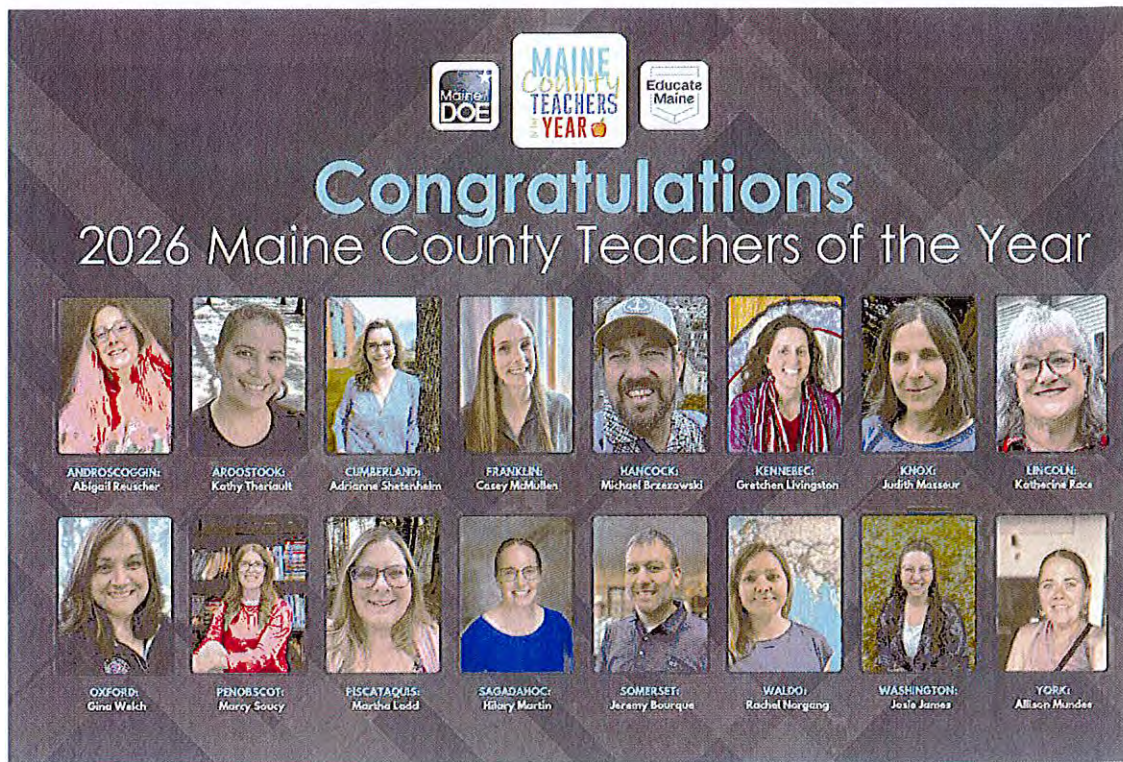
THE TOPSHAM FAIR



In less than a month, the Topsham Fair will return! Running from Tuesday, August 11, to Sunday, August 16, the fair will once again host a wide range of events, including ox and horse pulls, baking contests, homestead demonstrations and, of course, lots of fair food.

You can see the entire fair schedule and purchase tickets [here](#).

COUNTY TEACHER OF THE YEAR



Congratulations to the 2026 Sagadahoc Teacher of the Year, Hilary Martin!

Hilary teaches English and Literacy to grades 9 through 12 at Mount Ararat High School in Topsham. I'm very thankful for her work in our community!

Maine teachers give it their all every day, and our County Teachers of the Year represent some of the most passionate and dedicated folks in our classrooms. I hope Hilary and her fellow honorees will serve as an inspiration to teachers across our district and state.

With the 2026 Maine County Teachers of the Year, we celebrate

*Outstanding teachers in
Maine's classrooms.*

We hope these teachers will inspire all of us.

You can update your preferences or unsubscribe from this list.



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
BUREAU OF PARKS & LANDS
22 STATE HOUSE STATION
AUGUSTA, MAINE 04333

AMANDA E. BEAL
COMMISSIONER

July 23, 2026

Municipal Officials
Town of Georgetown
P.O. Box 436
Georgetown, ME 04548

RE: Pier Proposal, Experimental Venture, LLC – SL3334

Dear Municipal Officials:

The Bureau of Parks and Lands (Bureau), within the Maine Department of Agriculture, Conservation and Forestry, has received a Natural Resources Protection Act (NRPA) application from the Department of Environmental Protection for Experimental Venture, LLC to replace an existing pier, ramp and floats over submerged lands at their property on the Sasanoa River on Bareneck Island, Georgetown.

Under the Bureau's standard review procedure, this correspondence is to provide the municipality with an opportunity to comment on any impacts the project may have as described in the enclosed NOTICE. Although this letter is addressed to the municipal officials, any interested party or anyone who is knowledgeable about the area is welcome to comment. If the municipality has a harbor committee, port authority, or other organization that has responsibility for reviewing coastal activities, please provide them with a copy of this NOTICE.

Please post the enclosed NOTICE in the municipal office. Comments must be received by the Bureau on or before August 20, 2026. Thank you.

Sincerely,

Austin Read
Submerged Lands Technician

Enc: Notice
cc: Harbormaster w/ enclosure

ANDREW R. CUTKO, DIRECTOR
BUREAU OF PARKS & LANDS
18 ELKINS LANE, HARLOW BUILDING



PHONE: (207) 287-3821
FAX: (207) 287-6170
WWW.MAINE.GOV/DACF/



JANET T. MILLS
GOVERNOR

STATE OF MAINE
DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
BUREAU OF PARKS & LANDS
22 STATE HOUSE STATION
AUGUSTA, MAINE 04333

AMANDA E. BEAL
COMMISSIONER

NOTICE – July 23, 2026

Applicant: Experimental Venture, LLC

Proposal: The applicant has applied to install a 6' x 25' pile-supported pier, a 3' x 40' seasonal ramp and two 10' x 20' seasonal floats. The applicant has a submerged lands lease for a previous pier structure that would be removed and replaced with the new structure. The entirety of the pier and a small portion of the ramp would be located above the mean low water. A 3' x 30' portion of the ramp and two floats would extend approximately 40 ft over submerged lands on the Sasanoa River for private recreational use.

Location: Bareneck Island, Sasanoa River, Georgetown

The Bureau of Parks and Lands (Bureau) has received an application to occupy submerged lands for the project described above. Pursuant to Title 12 M.R.S.A., Section 1801 & 1862, the Bureau serves as trustee of submerged lands for the State of Maine. Submerged lands include all land from the mean **low-water** mark seaward to the 3-mile territorial limit including all land below the mean **low-water** mark of tidal rivers upstream to the farthest natural reaches of the tides.

Before the proposal may take place, the applicant must obtain a lease or easement from the Bureau. A lease or easement may be granted for the project if it will not:

- unreasonably interfere with customary or traditional public access ways to, or public trust rights (fishing, fowling, recreation, and navigation) in, on, or over the submerged lands;
- unreasonably interfere with fishing or other existing marine uses of the area;
- unreasonably diminish the availability of services and facilities necessary for commercial marine activities; and
- unreasonably interfere with ingress and egress of riparian owners.

A copy of the site plan is attached for information. Any interested party or anyone who is knowledgeable about the area is welcome to comment on possible impacts to the activities listed above.

Comments must be received on or before August 20, 2026.

For more information, please contact Austin Read, Bureau of Parks and Lands.

Phone: (207) 287-4922

Email: Austn.Read@maine.gov

www.maine.gov/dacf/submergedlands

Please note that all comments received are part of the public record and subject to the State of Maine Freedom of Access laws.

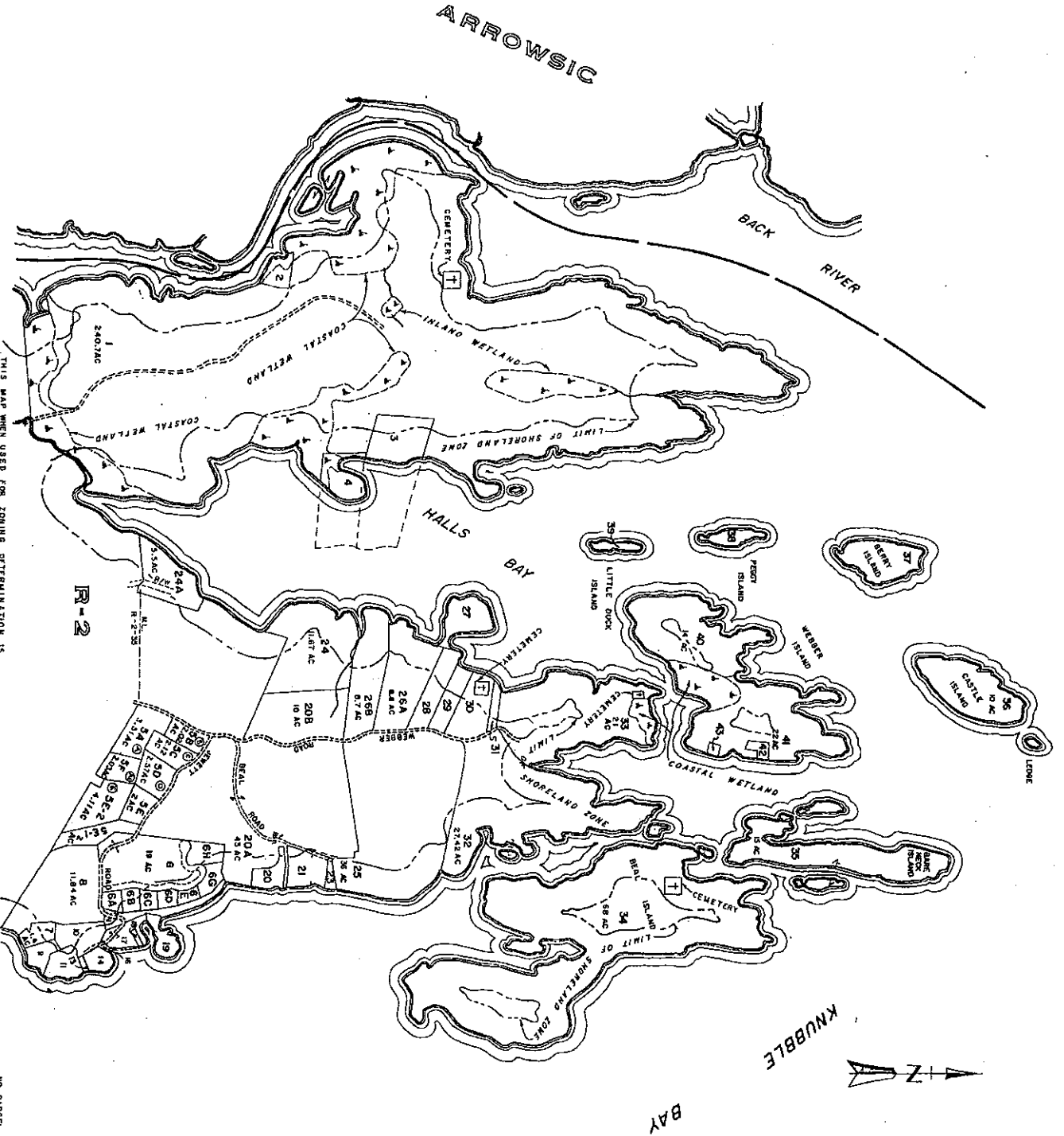
PREPARED BY PHOTOGRAMMETRIC METHODS BY
JOHN E. O'DONNELL & ASSOCIATES
ALBANY, MAINE
1974

LEGEND
ADJACENT SHEET NO. 12
COMMON OVERLAP
DEVELOPMENT LOT NO.
SCALE DIVISION 1/2

GEORGETOWN

MAINE

PROPERTY MAP



THIS MAP WHEN USED FOR ZONING DETERMINATION IS FOR REFERENCE ONLY AND IN THE UNLIKELY EVENT OF A CONFLICT THE ORDINANCE WILL PREVAIL

NO PARCEL 12, 22, 15

SCALE IN FEET
0 500 1000

R-1



LEGEND

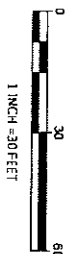
MEAN LOW WATER (MLW)
MEAN HIGH WATER (MHW)
HIGHEST ASTRONOMICAL TIDE (HAT)
BASE FLOOD ELEVATION (BFE EL 10)
ZONE AE



NOTES

- 1) BASE MAP IMAGERY BASED ON GOOGLE EARTH.
- 2) 2 FT CONTOUR DATA BASED ON MAINE OFFICE OF GIS TITLE 1970M5.
- 3) BASE FLOOD ELEVATION BASED ON MAINE GEOGRAPHIC DATA BASE MAJOR FLOOD HAZARD MAP.
- 4) HIGHEST ASTRONOMICAL TIDE LINE BASED ON MAINE GEOGRAPHIC DATA BASE HIGHEST ASTRONOMICAL TIDE DATA AND SITE VISIT DATA COLLECTED ON 7/19/20.
- 5) PROPERTY LINE DATA BASED ON TOWN OF GOERGETOWN TAX MAP.
- 6) PLAN IS FOR PERMITTING PURPOSES.

SCALE IN FEET



EXPERIMENTAL VENTURE LLC
MAP R01, LOT 35
15 ACRES

EXISTING DOCK TO
BE REMOVED

PROPOSED DOCK
ACCESS RAMP (4' X 10')
PIER (6' X 25')
RAMP (3' X 40')
FLOAT (10' X 20')
+/- 2 SQ FT OF DIRECT IMPACTS BELOW HAT
+/- 645 SQ FT SECONDARY IMPACTS BELOW HAT

PROJECT:
PROPOSED DOCK FOR EXPERIMENTAL VENTURE
LLC OF BARENECK ISLAND, GOERGETOWN,
MAINE.

TITLE:
OVERVIEW OF EXISTING AND PROPOSED
CONDITIONS

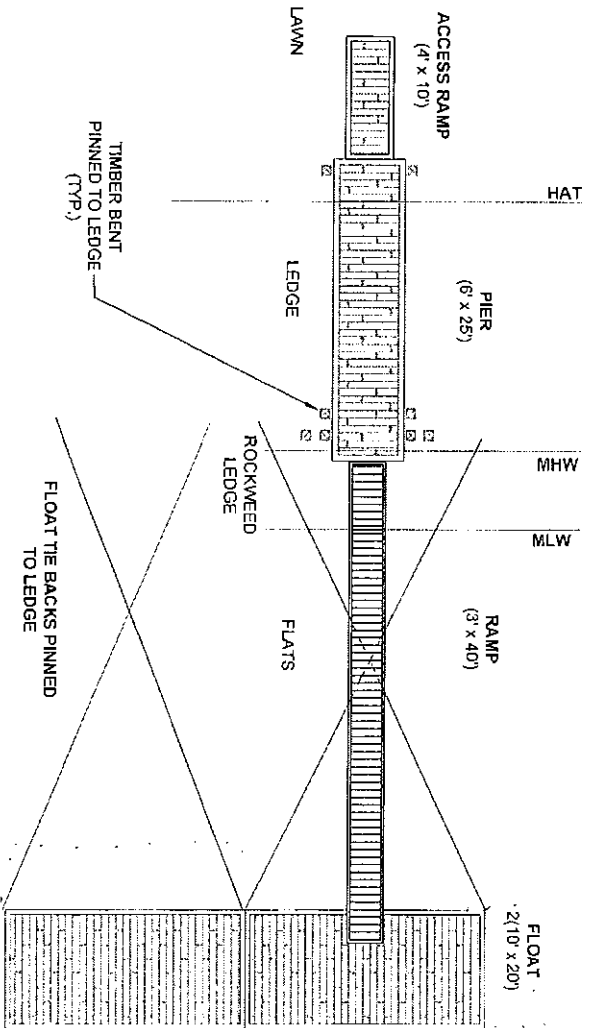
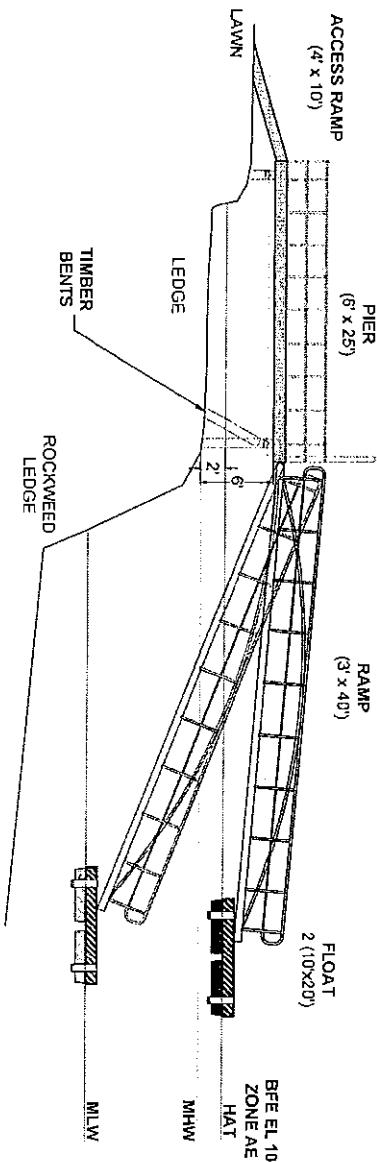
DRAWN BY: KES SHEET: 2 OF 3

CHECKED BY: TAF

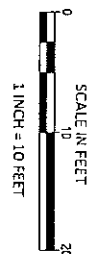
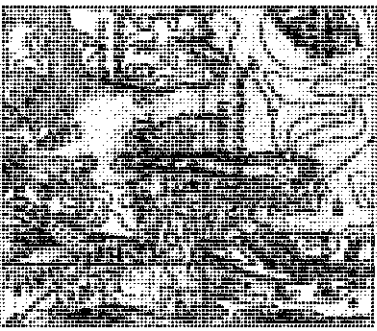
DATE: 4/19/2016 REV DATE:

Flycatcher
Lower Falls Landing
106 Lafayette Street,
Suite 2A
Vernon, VT 05405

PROPOSED IMPACTS		
	DIRECT (SQ. FT.)	INDIRECT (SQ. FT.)
INTERTOTAL	2	145
SUBTOTAL	N/A	500



- NOTES:
- 1) ALL PT. TIMBER SHALL BE CURBED IN THE U.S. AND FOR 21 DAYS PRIOR TO INSTALL.
 - 2) PIER WILL BE SUPPORTED WITH TWO (2) BENTS CONSISTING OF 8" X 8" TIMBER PILING PINNED TO LEDGE.
 - 3) PIER BENTS TO CONSIST OF TWO PLUMB AND TWO PINNED TO LEDGE. OUTER PILE BENTS TO CONSIST OF TWO PLUMB PILES AND TWO BATTER PILES.
 - 4) PILES AND TWO BATTER PILES WILL BE SECURED WITH FOUR (4) TIEBACKS PINNED TO LEDGE.
 - 5) RAMP WILL BE STORED ON THE PIER AND THE FLOAT WILL BE HAULED OFF SITE AND STORED IN AN UPWARD LOCATION.
 - 6) THE OFF-SHORE STRUCTURES WILL BE ESTABLISHED PRIOR TO THE START OF CONSTRUCTION AND WILL REMAIN IN PLACE UNTIL SITE IS STABILIZED.
 - 7) PLAN IS FOR PERMITTING PURPOSES ONLY.



PROJECT:
PROPOSED DOCK FOR EXPERIMENTAL
VENTURE LLC OF BARENCK ISLAND,
GOERGETOWN, MAINE.

TITLE:
OVERVIEW AND SECTION VIEW OF
PROPOSED DOCK

DRAWN BY:	KES	SHEET:	3 OF 3
CHECKED BY:	TAF		
DATE:	4/8/2016	REV DATE:	

Flycatcher
Lower Falls Landing
106 Lafayette Street,
Suite 2A
Yarmouth, ME 04096

RE: Route 127 Tidal Crossing Improvements — Follow-Up Letter from Arrowsic and Georgetown

From Rooney, Martin <Martin.Rooney@maine.gov>

Date Mon 7/27/2026 8:05 AM

To Dave Berndtson <dberndtson@gmail.com>; Claire Enterline <claire.enterline@gmail.com>

Cc Dee Dee Jorgensen <deedee.jorgensen@arrowsic.org>; Jennifer Geiger <jenniferlgeiger@gmail.com>; Aria Eee <aria.eee@gmail.com>; Town Office Georgetown <GtwnMe@hotmail.com>; Tepler, Denise <denise.tepler@legislature.maine.gov>; Hepler, Allison <allison.hepler@legislature.maine.gov>; Walter Briggs <walter.briggs@arrowsic.org>; Clarke Cooper <clarke.cooper@tutanota.com>; Lisa Margonelli (lisamargonelli@gmail.com) <lisamargonelli@gmail.com>; Josephine Ewing <phineewing@gmail.com>; Jody Jones <jodyinarrowsic@gmail.com>; Katharine Gravino <ksgravino@aol.com>; Jessica Weller <jessica@troopweller.com>; carlton1302@gmail.com <carlton1302@gmail.com>; Jesse Nankin McMahon <scuppers1314@gmail.com>; katie.goodwin.georgetown@gmail.com <katie.goodwin.georgetown@gmail.com>; jamie.carter <jamie.carter@noaa.gov>; Ham, Eric <Eric.Ham@maine.gov>; LibbyJr, Gerald G <Gerald.G.LibbyJr@maine.gov>

Good morning,

I sent an invitation to Dave and Claire. Meeting information including a link is also pasted below.

MaineDOT can provide a brief project update +/- 5 minutes. We can also discuss coordination during the H&H Study.

Please let Eric, Gary and I know if you have other agenda items or areas we should be prepared to speak to.

Thank you,

Marty

-----Original Appointment-----

From: Rooney, Martin

Sent: Monday, July 27, 2026 8:02 AM

To: Rooney, Martin; Dave Berndtson; Claire Enterline; Ham, Eric; LibbyJr, Gerald G

Subject: Arrowsic Route 127, WIN 25663.00 Coordination Mtg.

When: Friday, August 14, 2026 11:00 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).

Where: Microsoft Teams Meeting; DOTConfRM, 319

Microsoft Teams meeting

Join: [https://teams.microsoft.com/meet/298948605454886?](https://teams.microsoft.com/meet/298948605454886?p=gTe8VtETydQbbmEQAj)

[p=gTe8VtETydQbbmEQAj](https://teams.microsoft.com/meet/298948605454886?p=gTe8VtETydQbbmEQAj)

Meeting ID: 298 948 605 454 886

[Need help?](#) | [System reference](#)

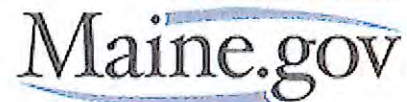
Dial in by phone

[+1 207-209-4724,,773933372#](#) United States, Portland

[Find a local number](#)

Phone conference ID: 773 933 372#

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)



From: Dave Berndtson <dberndtson@gmail.com>

Sent: Thursday, July 23, 2026 1:53 PM

To: Claire Enterline <claire.enterline@gmail.com>; Rooney, Martin <Martin.Rooney@maine.gov>

Cc: Dee Dee Jorgensen <deedee.jorgensen@arrowsic.org>; Jennifer Geiger <jenniferlgeiger@gmail.com>; Aria Eee <aria.eee@gmail.com>; Town Office Georgetown <gtwnme@hotmail.com>; Tepler, Denise <denise.tepler@legislature.maine.gov>; Hepler, Allison <allison.hepler@legislature.maine.gov>; Walter Briggs <walter.briggs@arrowsic.org>; Clarke Cooper <clarke.cooper@tutanota.com>; Lisa Margonelli <lisamargonelli@gmail.com> <lisamargonelli@gmail.com>; Josephine Ewing <phineewing@gmail.com>; Jody Jones <jodyinarrowsic@gmail.com>; Katharine Gravino <Ksgravino@aol.com>; Jessica Weller <jessica@troopweller.com>; carlton1302@gmail.com; Jesse Nankin McMahon <scuppers1314@gmail.com>; katie.goodwin.georgetown@gmail.com; jamie.carter <jamie.carter@noaa.gov>; Ham, Eric <Eric.Ham@maine.gov>; LibbyJr, Gerald G <Gerald.G.LibbyJr@maine.gov>

Subject: Re: Route 127 Tidal Crossing Improvements — Follow-Up Letter from Arrowsic and Georgetown

EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Marty,

The time slot that works best for us is Friday, August 14, 11 am – 1 pm. We look forward to continuing the conversation and will look for an invite to the MS Teams or Zoom link.

Cheers,

Dave Berndtson
847.321.5572
dberndtson@gmail.com
He/Him/His

On Fri, Jul 17, 2026 at 9:52 AM Rooney, Martin <Martin.Rooney@maine.gov> wrote:

Good morning,

Thank you for the follow-up memorandum from our June 19, 2026 meeting. Please note the attached response. MaineDOT is available for a follow-up meeting via MS Teams or Zoom as follows:

7/27, 10-1

8/3 , 9-2
8/4, 9-12
8/13 10:30-12, 1-2
8/14 11-2

Please let me know if any of these work for you,

Marty

From: Dave Berndtson <dberndtson@gmail.com>

Sent: Monday, July 13, 2026 1:36 PM

To: Rooney, Martin <Martin.Rooney@maine.gov>

Cc: Dee Dee Jorgensen <deedee.jorgensen@arrowsic.org>; Jennifer Geiger <jenniferlgeiger@gmail.com>; Aria Eee <aria.eee@gmail.com>; Town Office Georgetown <gtwnme@hotmail.com>; Tepler, Denise <denise.tepler@legislature.maine.gov>; Hepler, Allison <allison.hepler@legislature.maine.gov>; Walter Briggs <walter.briggs@arrowsic.org>; Clarke Cooper <clarke.cooper@tutanota.com>; Lisa Margonelli (lisamargonelli@gmail.com) <lisamargonelli@gmail.com>; Josephine Ewing <phineewing@gmail.com>; Jody Jones <jodyinarrowsic@gmail.com>; Katharine Gravino <Ksgravino@aol.com>; Jessica Weller <jessica@troopweller.com>; carlton1302@gmail.com; Jesse Nankin McMahon <scuppers1314@gmail.com>; katie.goodwin.georgetown@gmail.com; jamie.carter <jamie.carter@noaa.gov>

Subject: Route 127 Tidal Crossing Improvements — Follow-Up Letter from Arrowsic and Georgetown

EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Rooney,

Please find attached a joint letter from the Towns of Arrowsic and Georgetown following our meeting on June 19, 2026. The letter confirms our shared understanding of the path forward regarding the H&H study, culvert sizing, road surface elevation, and project timeline.

We look forward to continuing to work with you and the MaineDOT team on this important project. Please don't hesitate to reach out with any questions.

Respectfully,

Dave Berndtson and Claire Enterline
Co-Chairs of the Arrowsic and Georgetown Route 127 Oversight Committee



Outlook

Municipal Project Opportunities – 2027 Hazard Mitigation Plan

From Ashley Day <ADay@sagadahoccountyme.gov>

Date Wed 7/22/2026 8:25 AM

Cc Sagadahoc Emergency Management <scema@sagadahoccountyme.gov>

 1 attachment (15 KB)

Project Opportunity Form .docx;

Good morning,

I hope you are doing well.

As we continue developing the 2027 Sagadahoc County Hazard Mitigation Plan, we are still seeking project opportunities from municipalities. Please submit your municipality's completed Project Opportunities Worksheet by **August 28th** so the proposed projects can be included into the plan.

Project opportunities can be viewed as a "wish list" of projects, equipment, programs, or other improvements that would reduce hazard risks within your community if grant funding became available. Municipalities may submit one project or multiple project ideas.

I have attached the worksheet for your completion. If you would like to schedule a phone call to discuss potential project ideas or receive assistance completing the form, I would be happy to help.

Thank you for your continued participation in the hazard mitigation planning process.

Best regards,

Ashley Day

Deputy Director

Sagadahoc County Emergency Management Agency (SCEMA)

Sagadahoc County Board of Health (BOH)

Sagadahoc County Local Emergency Planning Committee (LEPC)

752 High Street | Bath, ME 04530

Office: (207) 443-8210

Cell: (207) 841-4386

Email: ADay@sagadahoccountyme.gov

Website: www.sagadahoccountyme.gov



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It's Time to Sample Your Well!

From Jessica Weller <jessica@troopweller.com>

Date Wed 7/22/2026 2:29 PM

To Jessica Weller <jessica@troopweller.com>

Cc Carol White <carol@cawhitemaine.com>; Jody Jones <jodyinarrowsic@gmail.com>

Hello Georgetown Self-Samplers,

Last year, you signed up to participate in our WaterWise project by filling out a well survey and signing up to sample your well.

Self-Sampling starts **NEXT WEEK** and runs **until Wednesday, August 12th. YOUR sampling kit is ready for you to pick up** just outside the Georgetown Town Office (picture below). Each kit includes all you need and detailed instructions to successfully sample your well ([Click HERE for a sampling instructional video](#)).



Well samples can be taken anytime between **Sunday at 1pm and Wednesday at 11am**. Your sample needs to remain cool (keep it in the fridge) and WE have 24 hours to get it to the lab for you, so please plan accordingly.

- Samples taken between Sunday at 1pm and Monday at 11am--**NEED to be in Town Office MONDAY by 11:30am**
- Samples taken between Monday at 1pm and Tuesday at 11am--**NEED to be in Town Office TUESDAY by 11:30am**
- Samples taken between Tuesday at 1pm and Wednesday at 11am--**NEED to be in Town Office WEDNESDAY by 11:30am**

Your well sample can be placed in one of the TWO fridges in Town Office (see photo below) starting Monday July 27th. The Town Office lobby is open for sample collection:

- **Monday and Tuesday-- 9am-11:30am**
- **Monday and Tuesday--1pm-5pm** (*samples dropped off during this time will be taken the next day at 11:30am, please do not take your afternoon sample before 1pm*).
- **Wednesday--9am-11:30am**

The driver leaves for the lab just after 11:30am, so please be prompt.



If this does not work for you, you can drop your samples in the fridges outside the Arrowsic Fire Station **anytime between Sunday at 1pm and Wednesday at 12pm** (see photo below of Arrowsic set up).



Please DO NOT deliver your samples to the lab yourself, they will NOT be accepted.

Instructions are in your kit and it is crucial you read them carefully. [Click HERE for a sampling video](#) which has been created for visual learners.

I'm happy to answer any questions you have or let me know if you need some help. **Please do not ask Town Office employees about this program as they will direct your questions to me :)**

Thank you for being part of evaluating the health of our aquifer!

Jessica Weller
Conservation Commission
WaterWise co-chair

INTERNAL FINANCIAL CONTROLS POLICY

TOWN OF GEORGETOWN

After review and consideration, these Financial Controls are adopted by majority vote of the Select Board on October 11, 2022.

After review and consideration, these Financial Controls are amended and adopted by majority vote of the Select Board on April 11, 2023.

After review and consideration, these Financial Controls are amended and adopted by majority vote of the Select Board on July 28, 2026.

BY:

Aria Eee, Select Board Chair

Katharine “Katie” Goodwin, Select Board

Katharine “Kathy” Gravino, Select Board

Authorized Individuals

Each year the Select Board formally authorizes employees who will have:

- access to TRIO, QuickBooks and any other password protected application; and
- key access to the town office.

Authorization of Expenditures

All town expenditures are authorized by Town Meeting. Purchases or services that are expected to exceed \$5,000 shall be through a competitive bid process unless specifically authorized by the Finance Director or the Select Board.

Georgetown Volunteer Fire Department

The Select Board maintains and reviews at least every three years a Memorandum of Understanding with the Georgetown Volunteer Fire Department (GVFD), which is a separate legal entity. Generally, the Town supports the operating costs of the Department and treats all GVFD volunteers as employees of the Town. The GVFD has its own Purchasing Policy adopted by the Select Board in July of 2022. Vendor invoices and payroll to be paid by the Town shall be approved by the Fire Chief.

Cash Receipts and Bank Deposits

1. Payments to the Town for property taxes, lien fees, tax interest, registrations for boats or cars, ATV's, snowmobiles, vital records, sales tax, mooring fees, dog licenses, and clam licenses, are processed through TRIO Cash Receipting on the day they are received by the Tax Collector/Town Clerk or appointed Deputy.
2. Payments to the Town for rents, wharf user fees, skiff fees, permit fees, revenue sharing, refunds, rebates, copies, cemetery lots or markers sales, grant monies, payments in lieu of taxes, and any other miscellaneous receipts are processed by the Treasurer and posted by journal entry into QuickBooks using various revenue accounts.
3. Deposit tickets are prepared by the Tax Collector or Deputy, for those items in (1) above and a copy is given to the Treasurer. The Treasurer prepares the deposit ticket for all other cash receipts.
4. Deposits are normally conducted at least two times per week. To minimize the risk of loss, no more than \$5,000 should be maintained in cash at the Town Office at the conclusion of any day.

Disbursement Warrants

A warrant is prepared every two weeks by the Treasurer with the following procedures:

1. Department heads or the Town Administrator receive invoices, verify the expenditures and approves the invoice. Either the Administrator or the Treasurer codes each invoice. The Treasurer enters the expenditures into QuickBooks.
2. The invoices and any supporting documentation are maintained in a folder for processing, and filed with the Treasurer's warrant when paid.
3. The work week for hourly employees runs from Monday to Sunday. Time sheets are submitted following the last day worked during the period. Each employee submits a written time sheet reviewed and approved by their supervisor. GVFD administrative payroll is submitted monthly by the Chief. GVFD pay per call payroll is submitted quarterly by the Chief. The payroll is prepared by the Treasurer based upon the time sheet submitted. The Treasurer also completes all appropriate payroll liability deposits and payments.
4. Payroll and disbursement checks are generally signed by the Treasurer and can also be signed by the Town Clerk / Tax Collector or Town Administrator.
5. The Treasurer's warrant includes vendor payments, payroll and tax liability payments. Prior to any disbursement being paid, it is approved by the Treasurer and a minimum of two Select Board members. Once the warrant is complete, it is filed with the Treasurer.

Journal Entries

Except for the automatic journal created in conjunction with processing the vendor payments for the biweekly warrant and the automatic journal created daily, all manual journal entries are made by the Treasurer and reviewed monthly by the Select Board Chair. All manual journal entries are recorded in the book of original entry prior to input into QuickBooks.

All supporting documentation for journal entries is retained in the Treasurer's monthly file.

Cash Management and Investments

General Operating Funds

1. The Treasurer is authorized to transfer funds among the Town's bank accounts without going through a warrant. Such transfers are posted in QuickBooks by the Treasurer.
2. Town funds may be invested by the Treasurer and shall be fully protected from loss either through FDIC insurance (limit of \$250,000) or a collateralized agreement with any bank having Georgetown funds in excess of \$250,000. Investments are limited to money market funds and certificates of deposit, and maturity periods cannot exceed nine months. Financial institutions must be covered by FDIC insurance and may be commercial banks, savings banks, credit unions or savings and loan associations located in Maine. Investment may be made in out-of-state banks if the account is overseen by a Maine institution.

Trust Fund Portfolio

The only trust fund in the Town of Georgetown is maintained by the Cemetery District Trustees. All lot sales are deposited to this account. At the end of each fiscal year the Treasurer will determine the amount due from the fund (per budget) and issue a check to the fund for the difference between the amount due and lot sales for that fiscal year. If the amount due exceeds sales for the year, money must be withdrawn from the fund at the time of CD renewal and a journal entry prepared for fiscal year end showing the amount due to the General Fund.

Reports

The Treasurer shall prepare the following reports:

- a. Revenue and Expenditure Budgetary Reports (Financial Statements) - monthly
- b. Unemployment Compensation Reports - quarterly
- c. Federal and State tax reports for the Internal Revenue Service & Maine Revenue Service - quarterly or as rules apply
- d. Employee's tax reports - annually
- e. Vendor's 1099s - annually
- f. Year-end reports for the auditor - annually
- g. Special reports - as needed

After review by the Treasurer, the financial statements are distributed to the Select Board and Committees, others reports above are filed as appropriate.

Reconciliations:***General***

1. The Treasurer makes the reconciliations of financial balances.
2. Reconciliations are routinely done for these ledger accounts:
 - a. 'Cash' accounts compared to bank statement balances.
 - b. All Property Tax Receivable accounts compared to the printouts of unpaid tax accounts.
 - c. Inland Fisheries and Wildlife Fees payable (to the State) compared to the monthly report from the Town Clerk.
 - d. Dog License Fees payable (to the State) compared to the monthly report from the Town Clerk.
 - e. Plumbing and Septic Fees payable (to the State) utilizing information provided by the Code Enforcement Officer.
 - f. Vital record Fees payable (to the State) compared to the semiannual report from the Town Clerk.
 - g. Any account that upon review seems out of the norm.
3. Records of reconciliations are maintained and retained with other detailed financial records.

Checking Account

1. Each month the Treasurer reconciles the bank statement against the corresponding ledger account.
2. The Select Board Chair reviews and signs the bank reconciliation for each account.
3. Bank reconciliations are filed in the Treasurer's monthly file
4. All unused checks shall be maintained in a locked cabinet. Check numbers shall be accounted for on the cover page of each warrant.

Property Taxes

1. The Treasurer reconciles the Property Tax Receivable ledger accounts with the printouts of unpaid taxes generated by the computerized Trio Real Estate Collections System. Any discrepancies are reviewed by the Tax Collector or Deputy and corrected. When taxes are committed, totals are verified before bills are mailed to residents. This reconciliation is performed at the beginning of each month for the prior month's transactions.

Collections for the State

1. The Town issues motor vehicle registrations, hunting and fishing licenses, recreation vehicle (boat, ATV and snowmobile) registrations, plumbing permits, vital records and dog licenses, and collects sales taxes for certain transactions, all of which involve receipts that are paid periodically to the State of Maine.
2. The Tax Collector reconciles the credit balances in these accounts with the Treasurer monthly.
3. In regards to vehicle registrations: the BMV agent is prohibited from processing transactions that may be perceived as conflicts of interest. That would include registering their own vehicles or those of immediate family members. Such transactions must be processed by another employee. In the event that the situation is unavoidable, another municipal employee should review and initial such transactions.

Tax Commitment and Billing

- I. When all building activity changes have been made for the fiscal year (as of the prior April 1), the tax commitment process is performed by the Town Administrator, utilizing numbers reviewed by the Treasurer. The Select Board determines a mil rate and due date, and the Administrator through the TRIO Real Estate tax commitment and billing process commits the assessment and taxes due. The computer automatically posts each taxpayer's new tax assessment and amount due to the proper account for the applicable year in the Real Estate Collections System.

2. The tax bills are outsourced for printing and mailing, the process of creating the outsource file is also completed by the Town Administrator. Copies of the tax bills are mailed to the Town from the printer.
3. The Town Administrator and Treasurer verify the total in Trio Real Estate Collections prior to any payments being processed by the Tax Collector.
4. Municipal Valuation Return, Certificate of Assessment and accompanying reports are the responsibility of the Select Board and Town Administrator.

Capital Assets

Asset purchases of \$10,000 and a useful life of 3 years or more shall be capitalized using the straight-line method of depreciation. Use guidelines are:

Land Improvements at 10 years

Building and Building Improvements at 10 to 40 years

Infrastructure at 40 years

Equipment Vehicles at 5 to 15 years

Assets associated with the Five Islands Wharf at 5 to 20 years

Credit Card

The Town may have a credit card in the name of a town employee, typically the Treasurer or Select Board Chair. Monthly expenditures on the card shall be limited to \$2,500 and require preauthorization by the Treasurer or Select Board Chair. Each year the Treasurer will authorize specific town office employees to use the credit card for essential aspects of their jobs, up to a certain limit. All charges to the credit card will be reviewed with each monthly statement that is paid through a warrant.

Debt

Any debt shall be authorized at Town Meeting and approved by the Treasurer and Select Board.

The Treasurer will determine on an annual basis if a Tax Anticipation Note will be needed to cover the Sagadahoc County Tax due no later than November 1.

Lease Agreements

The Town may enter into lease agreements for equipment for up to 5 years if the expenditure is authorized at Town Meeting. The Town-Owned Property Management Board (TOPMB) may lease commercial space to an outside entity for up to 5 years.

The Town owns 3 properties it may lease to outside entities: The Old Stone Schoolhouse on Bay Point Road, the Five Islands Wharf and the Richards Library, both on Five Islands Road. All are covered under the TOPMB Ordinance as properties managed by them.

Role of the Financial Advisory Committee

The Financial Advisory Committee (FAC) is an advisory committee formed to assist in the preparation of Town Budget and to offer other financial advice as requested by the Select Board. The Select Board shall approve the membership of and charge to the FAC annually. The FAC, in collaboration with the Treasurer, meets with boards and committees, solicits and collates the data to prepare a Town budget and presents the draft to the Select Board.

Fund Balance

Georgetown seeks to maintain a minimum Undesignated Fund Balance of at least three months of operating expenses of the Town.

Back-up of Data Files

Carbonite is used to back-up all files on town computers except for QuickBooks and TRIO. The Treasurer backs up QuickBooks after each warrant and keeps two copies, one on site and the other offsite at her residence. The Tax Collector performs a similar backup function for TRIO.

Bonding

All town office employees with access to town cash or deposits are to be bonded annually.

Summary

The above document establishes controls for financial activities of the Town of Georgetown and will be updated on an as needed basis. Some of the terminology is interchangeable (Treasurer/Finance Director and Tax Collector / Town Clerk if it is the same person doing the jobs).