Annual Report

July 1, 2012 through June 30, 2013

City of Waterville, Maine

CITY of Waterville MAINE

Annual Report

July 1, 2012 through June 30, 2013

TABLE OF CONTENTS

Welcome & Dedication ..... pg. 1
City Directory ..... pg. 2
Waterville City Council & State Representatives ..... pg. 3

Administration

City Manager's Report ..... pg. 4
Message from Mayor Karen Heck ..... pg. 5

City Departments

Assessing ..... pg. 6
City Clerk ..... pg. 8
City Engineer ..... pg. 12
Code Enforcement ..... pg. 14
Economic Development ..... pg. 15
Finance ..... pg. 16
Fire & Rescue ..... pg. 22
Health & Welfare ..... pg. 24
Human Resources (H.R.) ..... pg. 26
Information Technology (I.T.) ..... pg. 29
Janitorial Staff ..... pg. 29
Parks and Recreation ..... pg. 30
Planning ..... pg. 32
Police Department ..... pg. 34
Public Works ..... pg. 39
Robert LaFleur Airport ..... pg. 43
Sustain Mid Maine Coalition ..... pg. 45
Waterville Public Library ..... pg. 46
Waterville Public Schools ..... pg. 48

Legislative Reports

Message from Senator Susan Collins ..... pg. 50
Message from Senator King ..... pg. 51
Message from Congresswoman Pingree ..... pg. 52
Message from Senator Lachowicz ..... pg. 53
Message from Representative Beck ..... pg. 54
Message from Representative Longstaff ..... pg. 55

Helpful Info

Frequently Requested Phone Numbers ..... pg. 56
Helpful Info for 2014 ..... pg. 57

Welcome

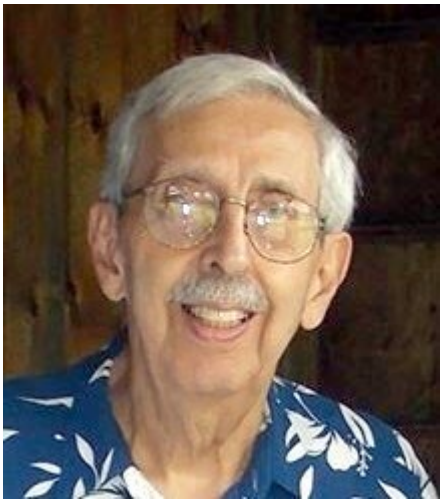
City Hall Greeter

Glenn Leavitt

Glenn has been a City Hall greeter since April, 2010. Three (3) mornings each week, Glenn greets visitors and gives directions to those unfamiliar with City Hall. On most days, he assists between 30 and 50 visitors.

Glenn is a 54-year resident of Waterville and has been married to his wife Cindy for 39 years. Together, they have three children and four grandchildren. In 2007, Glenn suffered a stroke, which left him disabled. Glenn enjoys his time here at City Hall and is truly grateful to hold this position.

Dedication



This annual report is dedicated to:

Peter Joseph

Peter Joseph is a well-known and much loved member of the Waterville community. For more than 46 years, Peter volunteered as a member of the City of Waterville's Safety Council, serving many of those years as its Chair. Since the inception of this committee in 1966, he has worked tirelessly to help make the City a better place to drive, walk and bicycle. Because of Peter's hard work and dedication to improve vehicular and pedestrian traffic, he has made Waterville a safer city for those that live, work and visit.

Since January 2013, Peter has graciously agreed to serve as the City's Traffic Safety Liaison. In this position, he continues to work closely with Public Works Director Mark Turner and Deputy Chief Rumsey of the Police Department to address and solve traffic safety issues as they arise.

Peter is also a key member of his faith community, serving as an ordained minister of St. Joseph's Maronite Catholic Church for over 27 years. In addition, Peter worked as a chaplain at Maine General Hospital for 23 years.

Mr. Joseph was selected as the Citizen of the Year by the Elks Club in 2002, was a recipient of the Chamber of Commerce Service Award in 2003, and was named a Paul Harris Fellow by the Waterville Rotary Club in 2004.

The City of Waterville owes tremendous gratitude for the decades of dedicated service Peter has provided to its residents. We look forward to continuing to work with him into the future.

City Directory

General Line Connecting All City Departments		680-4200
Description	Staff Contacts	Ext. #

Assessing Department

Tax Maps, Property Deeds, Assessments and Valuations, Other Property Information

General Line	680-4221
Assessing FAX	680-4239

City Clerk's Office

Vital Records: Birth & Death Certificates, Marriage Licenses, Dog Licenses; Voter Registration, Business Licenses

Deputy City Clerk	680-4211
Voter Registration	680-4212
Clerk's FAX	680-4249

City Manager & Mayor's Office (Administration)

General Line to Assistant	680-4204
Administration FAX	680-4207

Community Development Office

Community Development, Building Permits, Code Enforcement, City Projects, Planning, Engineering, Floodplains, Zoning

City Planner	680-4230
Project Engineer	680-4232
Code Enforcement	680-4231
Codes, Planning, Engineering FAX	680-4234

Finance Department

Motor Vehicle Registrations, Property Tax Payments, Parking Ticket Payments, Hunting/Fishing Licenses, Tax Information

General Line	680-4248
Finance FAX	680-4249

Health & Welfare

General Assistance Information, Support Services, Child & Adult Protective Services, Area Food Banks/Soup Kitchens, Resources

General Line	680-4227
Health & Welfare FAX	680-4228

Human Resources

Job Applications, Employee Benefits, Payroll, Union Contracts

Human Resource Officer	680-4215

Technology

Technology management & administration for the City of Waterville

I.T. Technician	680-4721

Sustain Mid Maine Coalition

Energy programs, recycling, sustainability activities and programs.

Coordinator	680-4208
SMMC FAX	680-4207

www.sustainmidmaine.org

All departments listed above are accessible at City Hall, 1 Common Street, Waterville, Maine 04901

www.waterville-me.gov

General Line Connecting All City Departments		680-4200
Description	Staff Contacts	Ext. #

Public Safety — Fire & Police

Fire Department

7 College Avenue, Waterville • www.waterville-me.gov

Fire Prevention, Suppression, Inspections, Hazardous Materials and Emergency Medical Services (EMS)

General Line	Information/Dispatch	680-4735
Fire Department FAX		873-1480

Police Department

10 Colby Street, Waterville • www.waterville-me.gov

Emergency Services, Crime Reporting, Accident Reports, Animal Control, School Resource, Elder, and South End Officer(s)

Communications Center	Dispatch General Line	680-4700
Communications Center	Dispatch General Line	680-4701
School Resource/South End Officer		680-4700
Police Department FAX		680-4717

Public Library

73 Elm Street, Waterville • www.watervillelibrary.org

Member services, children and teen programs and activities, online catalog of books, movies, and audio/music.

General Number	All Staff	872-5433
Public Library FAX		873-4779

Public Schools www.wtvl.k12.me.us/

George J. Mitchell School	All Departments	873-0695
58 Drummond Avenue *• Serving students from Pre K to Grade 3*		
Albert S. Hall School	All Departments	872-8071
27 Pleasant Street *• Serving students from Grade 4 to Grade 5*		
Waterville Jr. High School	All Departments	873-2144
100 West River Road *• Serving students from Grades 6 through 8*		
Waterville Sr. High School	All Departments	873-2751
1 Brooklyn Avenue *• Serving students from Grades 9 through 12*		
Mid-Maine Technical Center		873-0102
3 Brooklyn Avenue *• Serving area vocational students.*		
Mid-Maine Regional Adult Community Education		873-5754
1 Brooklyn Avenue *• Serving area adult students.*		
Superintendent's Office		873-4281
25 Messalonskee Avenue *• Serving Kennebec Valley AOS 92*		

Public Works & Parks and Recreation

6 Wentworth Court, Waterville • www.waterville-me.gov

PW: Road Maintenance & Plowing, Rubbish Removal, Yard Waste

PR: Permit Requests, Parks and Facilities, Programs & Activities

General Directory	All Staff	680-4749
General Line/Assistant		680-4744
Public Works / Parks & Recreation FAX		877-7532

Robert LaFleur Airport

2 LaFleur Road, Waterville • www.watervilleairport.org

General aviation airport serving private aircraft owners.

General Line	All Staff	861-8013
After Hours Phone	Airport Manager	314-7730

https://facebook.com/WatervilleMEOfficial

Waterville City Council

July 1, 2012 – June 30, 2013

Ward 1
Charles "Fred" Stubbert
458 Main Street
Phone: 873-0121
Fred4444@msn.com

Ward 2
Michael Owens
3 Oakdale Street
mowens@waterville-me.gov

Ward 3
Rosemary Winslow
18 North Riverside Avenue
Phone: 872-8526
Rosemary.winslow@mail.house.gov

Ward 4
Erik Thomas
139 Western Ave, Apt 1
Phone: 873-2300
ethomas@waterville-me.gov

Ward 5
John O'Donnell
16 Barnet Avenue
Phone: 873-7946
johnodonnell@mewireless.net

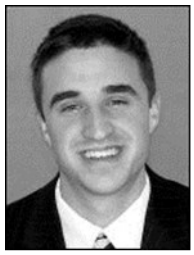
Ward 6
Eliza Mathias
3 Nudd Street
Phone: 485-6688
emathias@waterville-me.gov

Ward 7
Karen Rancourt-Thomas
33 Carey Lane
Phone: 872-6768
krancourt@waterville-me.gov

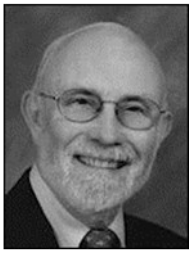
Waterville Legislative Delegation

July 1, 2012 – June 30, 2013

Senate District: 25
Senator Colleen Lachowicz
3 State House Station
Augusta, ME 04333-0003
Phone: (207) 287-1512
www.colleenlachowicz.com



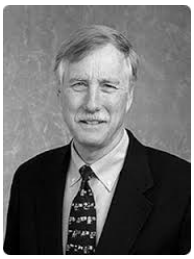
House District: 76
Representative Henry Beck
House of Representatives
2 State House Station
Augusta, ME 04333-0002
Phone: (207) 287-1400
www.maine.gov/legis/house



House District: 77
Representative Thomas R.W. Longstaff
House of Representatives
2 State House Station
Augusta, ME 04333-0002
Phone: (207) 287-1400
www.maine.gov/legis/house

United States Senator for Maine
Senator Susan Collins
413 Dirksen Senate Office Building
Washington, D.C. 20510
Phone: (202) 224-2523
Augusta Office: (207) 622-8414
http://www.collins.senate.gov/public/

United States Senator for Maine
Senator Angus King
359 Dirksen Senate Office Building
Washington, D.C. 20510
Phone: (202) 224-5344
Augusta Office: (207) 622-8292
http://www.king.senate.gov/



Congresswoman Chellie Pingree
Waterville Office:
108 Main Street
Waterville, ME 04901
Phone: (207) 873-5713
http://pingree.house.gov/

Administration

Report from City Manager, Mike Roy

Staff:

Michael Roy, City Manager

Amanda Esler, Executive Assistant

I am pleased to provide this summary of the City's activities for the period of July 1, 2012 to June 30, 2013. Although the focus of this report is for a specific 12-month period, many of the accomplishments and concerns cited below span a much greater time period. This is especially true for capital improvements – a key measurement of the health of any city.

Over the past three years, the City has seen huge improvements in our public and quasi-public infrastructure. This includes projects as small as the repair of the 105+ year old cemetery chapel to construction of a new 3.5 million dollar Police Station. In addition, there were numerous other projects completed in the recent past such as:

- Repairs at Waterville Senior High School in the approximate amount of $10,000,000
- Renovation and expansion of the Waterville Public Library and the Waterville Opera House, both projects were at a cost of $3 million plus
- Construction of a $10 million dollar Educare facility – the first of its kind in New England
- Improvements and new buildings at the Public Works compound
- Further development at the Quarry Road Recreation Area, bringing the total investment to nearly $1 million dollars
- Various road reconstruction projects, many of which were seriously overdue
- Reconstruction of the Crosswind Runway at the Airport and the purchase of the equipment essential to support all important jet traffic
- Renovation and repairs to City Hall; a 110 year-old building near the heart of our downtown area

These capital improvements will serve the City well for many years to come and will result in operational efficiencies in key departments.

Cost efficiency in all that we do will continue to be a high priority, especially given the severe revenue reductions approved by our state government. With the elimination of approximately $1.3 million in revenue sharing dollars in each of the past two years, the City's tax rate has increased by about 10%. With the prudent use of some of our surplus funds, we have been able to maintain our current level of services.

With the State continuing to abandon its long standing support for local government, the pressure on our tax rate will continue to increase. City departments have already been reduced to bare-bones staffing, so we are left with few choices to deal with this problem.

Our biggest challenge going forward will be maintaining essential municipal services at a reasonable cost and creating an environment that supports and encourages economic growth and job creation.

I have had the pleasure to serve as City Manager for the last 9 years and would like to express my sincere gratitude for the support the administration has received from our Council and our taxpayers during that time. I would also like to thank all City employees for their hard work and dedication to this community. Finally, a special thank you goes out to those individuals who volunteer their time by serving on City boards and committees; their service to the City is greatly appreciated. I look forward to continuing to work with all of you.

Message from Mayor Heck

I want to start my message with a note about how proud I am to be the mayor of this city. I love hearing people talk about the good things going on here, how there's a new energy and spirit, and how much they like Waterville. Those comments don't just come from residents, they also come from people around the state wherever I go.

This has been a good year and there are many successes to point to:

- The new police station, which after much vigorous public discussion, was actually built in the committee's first-choice location.
- The opening of the Airport's Crosswind Runway, and the purchase of many pieces of equipment that will allow us to accommodate the increased traffic we've been experiencing, as well as accommodate jet traffic in the winter months with our de-icing machine.
- The purchase of 60 acres of land around the airport that came with a Free Trade Zone designation. The FTZ allows manufacturing companies to import parts without paying duty until the finished products are shipped out, allowing them increased cash flow.
- 12 roads were repaired, or resurfaced and many sidewalk improvements were made.
- Final touches were made on the Opera House and the beginning of some small renovations to City Hall have begun.
- We also saw the sale of the Levine's building and the opening of 7 new businesses downtown.

Lots of philanthropies are interested in and investing in Waterville and local organizations:

- The Sewall Foundation investing in Barrels, Common Street Arts and Hardy Girls
- The John T. Gorman Foundation investing in Project 2020, a project working to insure children in Waterville will be reading at grade level by Maine's bicentennial
- Coastal Enterprises, Inc., investing in the development of the Central Maine Power building at the Hathaway Complex
- The Alfond Foundation investing in the Opera House, the Alfond Center, Quarry Road, Educare and the Maine Film Center
- The Unity Foundation supporting the development of the arts

And, probably lots more I don't even know about!

There have been challenges, too. We raised property taxes because the state decided to cut revenue sharing funds owed to the City. From its peak in 2008 at $2.9 million dollars, the state has reduced revenue sharing to a $1.6 million amount for 2013. This represents a nearly 2 mil increase in our tax rate. Education funding had not changed drastically except for the added burden of the teacher retirement costs.

I don't like property taxes any more than you do, but I want the roads plowed and in good shape, the police and fire departments to show up if I need them, my garbage collected, the parks to be safe and well-maintained, and our schools to be well-equipped to teach our young people. I, along with other members of the Mayors' Coalition, spent hours in Augusta testifying before the Taxation and the Appropriations committees about the need to raise taxes in a fair way, with a progressive income tax and a sales tax which generates income from all the people who come into our cities, not just the ones who live in them. It was a battle we didn't win, but one we will continue to wage.

Working to make Waterville a great city is fun because this is a city that works well. City employees work hard each day to make sure that is true. And, regardless of the differing political views of residents, we all want the best for our city and are pitching in to achieve that goal. While we may disagree about the means to get to that end, we still respect each other and get along. That says a lot these days and that is what makes Waterville a great place to live.

Mayor's History

The Mayor's position has had a long and proud history in the City of Waterville's government. The position was first created in 1888 with the election of Reuben Foster as Waterville's 1st mayor. Mayor Heck is the City's 52nd mayor.

CONTACT ADMINISTRATION:
City Hall
1 Common Street
Waterville, ME 04901
Phone: 680-4204
Email:
info@waterville-me.gov
Website:
www.waterville-me.gov/departments/admin

Assessing

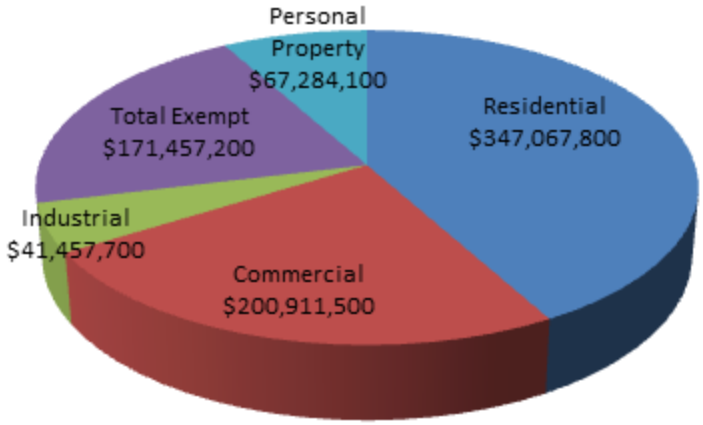
STAFF:

Paul N. Castonguay, Assessor

Lynne Martel, Administrative Assistant

The primary mission of the Assessing Department is: "The discovery, listing, valuation and defense of all properties within the jurisdiction in accordance with Maine law."

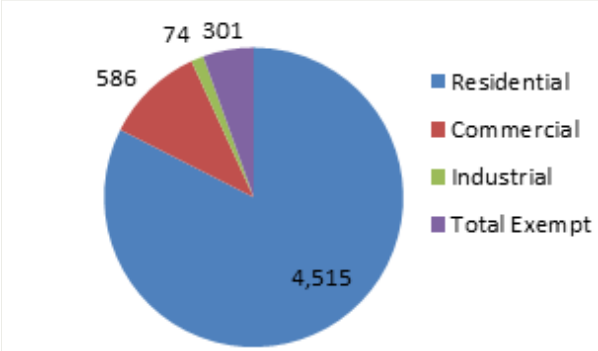
Assessing staff constantly monitors the real estate sales market to ensure that assessed values accurately reflect market-place activity. The most recent State of Maine Revenue Service study indicated that Waterville's assessed values are, on an average, at 82.5% of market value. This is good news for taxpayers because accurate assessments are easier to understand and evaluate for fairness.



Valuation Distribution

Often we are asked to define the standard of fairness for determining assessed value. The standard is universal to the State of Maine and is found in the Maine Constitution at Article 9 Section 8. It reads: "All taxes upon real and personal estate, assessed by authority of this State shall be apportioned and assessed equally according to the just value thereof."

The highest priority in determining fairness is whether similar properties are assessed similarly. For example, rarely will two properties have the exact same value. However, if two properties are similar, then their values should be closely related and vary only by their differences. If each property is assessed in this manner, then we have achieved equity. The next priority is *just value*. The definition of just value is more elusive. Generally, just value is meant to reflect the true value of a property, not just market price. There are many instances when the price of



Parcel Count Distribution

Reminder:

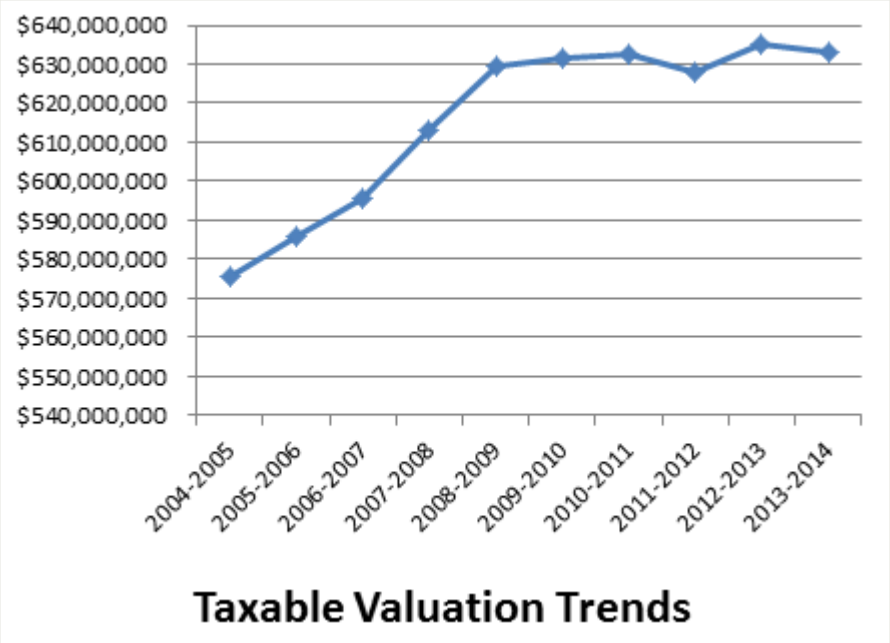
Homestead and veterans exemption applications need to be in before April 1st of each year. Contact the Assessing Department to see if you already have such an exemption for your property. These exemptions apply to your primary residence only and are effective permanently for the property, while under your ownership, once they are approved.

CONTACT ASSESSING:
City Hall
1 Common Street
Waterville, ME 04901
Phone: 680-4221
Email:
lmartel@waterville-me.gov
Website:
www.waterville-me.gov/departments/assessor

an item does not represent the value of an item. The staff in the Assessing Department makes every attempt to accurately interpret and apply relevant information to deliver a fair and equitable assessment service.

One service provided by this office is the notification to new property owners the assessed valuations of their newly acquired property in addition to other services. Through this contact using a "sales qualification questionnaire" we obtain information concerning the recent sale to determine any factors that may have affected the sales price. The sales data collected through this method offers the statistical information necessary for ongoing accuracy.

Certain partial exemptions are available based on varying criteria. Applications for the homestead, veteran's or veteran's widow exemptions are available in our office and also on our website. The BETR (Business Equipment Tax Reimbursement) forms, for personal property taxpayers with eligible equipment, are also available.



Modern technology allows for the ability to update the valuations of different property types and/or locations records globally, based of market trends. In addition, building permits that are issued by the Code Enforcement office are monitored and adjustments made to reflect improvements to individual property valuations as required.

It is our pleasure to work with the residents of Waterville. We thank you for your cooperation and look forward to providing enhanced services in the future.

Sample Aerial Photo — Colby College

City Clerk's Office

STAFF:

(from left to right)

Maryann McCullough, Part-time Administrative Clerk
Joyce Tillson, Deputy City Clerk
Patti Dubois, City Clerk

Did you know?

- *In 2012, there were 898 Waterville births and the most popular baby name was Aubrey (also spelled Aubreigh, Aubrie and even Aubrianna). The names Owen, Natalie and Abigail, tied for second place.*
- *You can get married by a notary public at City Hall during normal business hours for a flat fee of $75.*

CONTACT THE CLERK'S OFFICE:
1 Common Street
Waterville, ME 04901
Phone: 680-4211
Email:
jtillson@waterville-me.gov
Website:
www.waterville-me.gov/departments/clerk

Personnel

With the retirement of City Clerk Arlene Strahan in December, 2011, Patti Dubois returned as Waterville's City Clerk in January, 2012. Ms. Dubois brought a wealth of experience and history to this position, having served as Waterville City Clerk from 2001 to 2004, and Bangor's City Clerk from 2004-2011. Dubois has been awarded state certification from the Maine Town and City Clerks' Association, and international certification as a Certified Municipal Clerk and Master Municipal Clerk from the International Institute of Municipal Clerks. In addition, Dubois was honored as the 2012 Clerk of the Year from the Maine Town and City Clerk's Association.

Deputy City Clerk Joyce Tillson has successfully completed the necessary training and testing requirements for state certification from the Maine Town and City Clerks' Association and will be presented her certificate in October, 2013. Joyce has been the Deputy City Clerk and Deputy Registrar of Voters since January, 2010, having served with the City of Gardiner previously.

Patricia Loisel retired as the Registrar of Voters in February, 2012. Maryanne McCullough was hired in a part-time capacity, and performs a variety of counter transactions for the City Clerk and Finance Department, and is also appointed as a Deputy Registrar. Maryanne had extensive experience in municipal government having worked previously for the City of Augusta.

Overview

Changes in staff often mean changes in policies and procedures. Over the past year, this office has transferred the business license program into a specialized database and developed a policy and procedures manual. The licensing database results in quicker transaction times for business customers wishing to apply for a business license. The policy and procedures manual helps to document specialized functions so that staff members can process most transactions, even if they have limited experience or knowledge.

With the impending move of the Police Department from the basement of City Hall to its new facility on Colby Street, the city clerk has worked with various stakeholders on reuse of this space. It is expected that this space will be used to increase the size of the health & Welfare department, serve as a new office space for the IT office staff, allow for a break room for city hall staff, and developed as a records center, to eliminate the need to rent space for records storage at the Center Building. This redevelopment is still in the planning stages, and work should commence in the

fall. In addition, as part of the Opera House renovations, a new vault was constructed for our office.

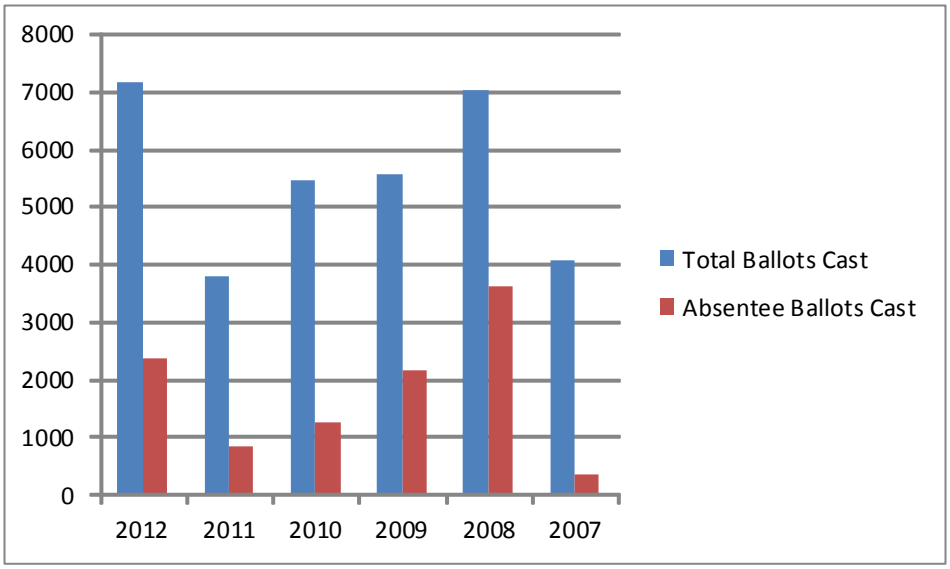
Election Workers: Arlene Strahan (left) and Pat Loisel (right) Arlene and Pat are retired City employees.

Elections

On November 6, 2012, a General Election was held to elect President, Vice President, U.S. Senator, Representative to Congress, State and Local Representatives, District Attorney & County Commissioner. The Regular Municipal Election decided seats for City Council and Board of Education in Wards 1 and 7, and whether to form a Charter Commission and elect members to serve on it, if approved. 7,143 voters turned out to vote, which relates at approximately 64% of the active registered voters in Waterville. 2,363 of those ballots were cast by absentee ballot.

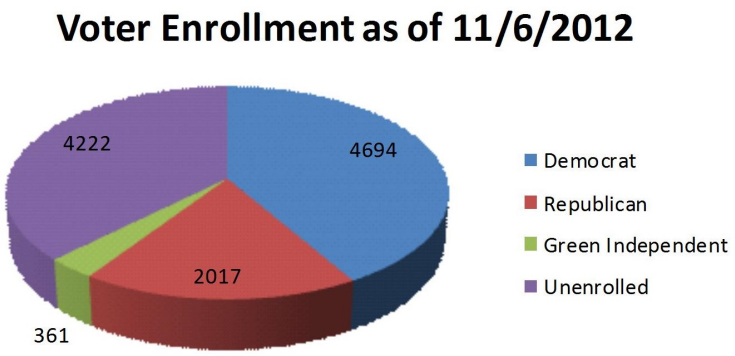
In June, 2013, a Special Municipal Election was held to consider the approval of the school budget, and a referendum question on whether or not to continue to vote on the school budget. The total votes cast were 264, with 212 voting in favor of approving the budget. The referendum question resulted in a vote of 132 in favor and 132 in opposition! In a tie vote result for a referendum question, state law indicated that the measure fails; therefore, the school budget validation election will no longer take place.

Absentee ballots continue to make up a large percentage of the total votes cast, as depicted in the chart below:



Voter Registration

As expected, there were hundreds of new registrations processed on election day, November 6, 2012. There were 128 new Democratic registrants, 12 Green Independent, 36 Republican and 282 unenrolled.



Clerk's Office Continued

Pine Grove Cemetery

Trudy Lovely, Superintendent

Trudy has served as the Superintendent for the Pine Grove Cemetery for over 30 years.

CONTACT PINE GROVE CEMETERY:
1 Common Street
Waterville, ME 04901
Phone: 872-5303
Email:
tlovely@waterville-me.gov
Website:
www.waterville-me.gov/departments/pgcemetery

Pine Grove Cemetery

In 1943, the State of Maine Legislature established a Board of Trustees to be in charge of the administration of the Cemetery. Although this system worked well for many years, the long-term management requires more time and resources than volunteer trustees can reasonably manage; therefore the legislature is acting on a bill to disband the trustee system and allow the City to takeover this function. Over the past year, several City staff have been working with Trudy Lovely, Cemetery Superintendent, and Allan Rancourt, Trustee, to that end.

The City has already earmarked $50,000 to be used to repair severe deterioration to the Chapel. In addition, an extensive data entry project has been ongoing to capture all of the lot owners' information. Once the data entry is complete, the final phase of a year-long mapping project can be finalized, which will depict the street names, each unique lot number and the lot owners' names. Finally, ornate street signs have been erected in the cemetery to assist visitors in finding their way.

Charter Commission

A 10 member Charter Commission was formed by voters at the November, 2012 election. Elected were Bernard Huebner (Ward 1), Edward Lachowicz (Ward 2), Rosemary Winslow (Ward 3), Alicia Barnes (Ward 4), Donald Dufour (Ward 5), Peter Madigan (Ward 6) and Jacqueline Dupont (Ward 7). Three at-large members that were appointed by the City Council include Roland Hallee, Peter Lyford and Cathy Taylor. The Commissioners plan to have a revised City Charter to be considered by Waterville voters for the November 5, 2013 Municipal Election.

City Council Meetings

23 regular meetings and 6 special meetings of the City Council were prepared, recorded and attested.

Committees/Commissions

In conjunction with the Mayor's office, current membership and terms are tracked throughout the year for 125 members serving on 20 boards, committees and commissions. In response to suggestions made by the Charter Commission, ordinance changes were adopted by the City Council which standardizes term ending dates for all boards at the end of December annually. This change will allow for one annual process to fill all vacancies.

Records Management

Over the past year, the City Clerk visited all city departments and conducted a City

Construction of the new vault

-wide records inventory. A records management policy and manual were developed and distributed to all City departments. Finally, a Disaster Recovery Plan was developed and included in the records management manual.

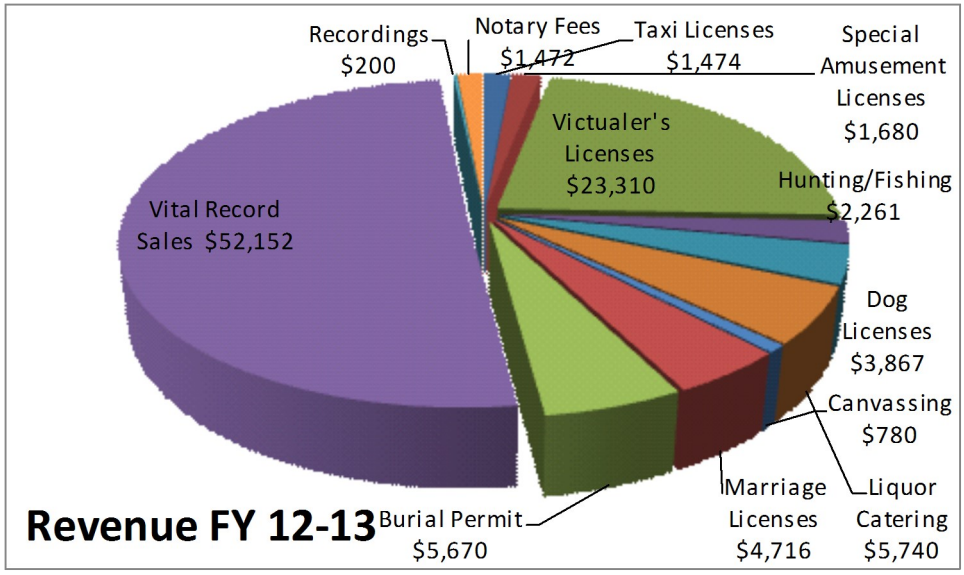
Business Licenses

Proposed ordinance changes which would streamline the business licensing process by allowing all license renewals to be approved by the City Clerk were adopted this year by the City Council; however, Special Amusement Permits and Liquor Licenses renewals still require City Council approval. In addition, non-profit activities such as bottle drives and bake sales no longer require a permit. All new licenses still require City Council approval.

Vital Records

Staff has been diligently working on refilling all vital records, to eliminate the need to reference cross indexes. This project is completed as time allows, and will be on-going for the foreseeable future. During the refilling process, many vital records were found to be improperly corrected. These records are being properly amended, scanned, indexed and refiled. From July 1, 2012 through June 30, 2013, 891 birth registrations were filed, 361 death records and 135 marriages.

The State of Maine has recently implemented a web-based program to register deaths, which also allows for request and issuance of certified copies, which is referred to as DAVE. This system is accessed by funeral directors, health professionals and municipal clerks. It is expected that this state-wide system will be expanded to include the electronic filing of birth records later this year.



Looking Ahead

Over the next fiscal year, the process for appointing members to various boards and committees will be streamlined into one annual process, to include a mass solicitation of interested citizens, collecting applications, scheduling interviews for all applicants with the Mayor, bringing all recommendations for appointment to the City Council for ratification, and administering the oath to the new appointees. Once completed, a detailed booklet of all committees and their members will be developed and distributed.

With renovations to the basement currently underway, the development of a records management center is a major focus of this department.

City Engineer

Greg Brown,

City Engineer

STAFF: *Greg Brown*

The major responsibilities of this office are City project management and the review of plans and proposals submitted to the City by other Professional Engineers.

A number of subdivision and site plans were presented to the Planning Board, and reviewed by this office, as outlined in the City Planner's report.

Public Works completed a number of City / MDOT projects over the past year. A condition of these projects mandates oversight, final review, and certification by a Licensed Professional Engineer, which is coordinated seamlessly with the Public Works management team. A detailed list of highway work is reported in greater detail in the Public Works report.

Other projects completed in the past year include:

Phase 3 — Two-Cent Bridge

John Lombardi, assistant engineer, managed the Phase 3 improvements to the Two Cent Bridge. This project replaced the original wind cables and handrail and made additional ADA access improvements. The Waterville end of the approach span was raised 3 feet (3') to reduce the slope of the approach and to connect to the recently constructed Two Cent Plaza.

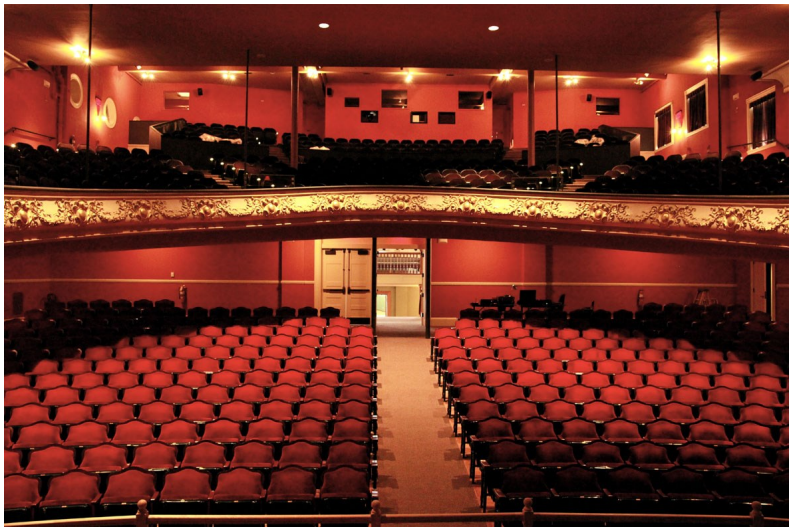
Waterville Opera House Renovation

Through the efforts of the Waterville Opera House Improvement Association, generous benefactors, including a Community Development Block Grant, and numerous volunteers, the Waterville Opera House renovations were completed. This project added a freight elevator to the building, delivered a set construction shop to eliminate construction "on stage," increased production storage, provided ADA access to the stage, brought all sprinklers and access routes up to current fire code, remodeled the lobby and balcony, eliminated outdated and dangerous dressing rooms, updated light, sound and projection equipment, and redeveloped the adjacent parking lot.

The challenge of completing a major renovation, above, and within, City Hall, was not accomplished without considerable cooperation and coordination between all parties. Sincere thanks must be given to all who were affected by the process. Patience and flexibility were required from start to finish.

These improvements will allow the Opera House to host a greater variety of performances

CONTACT THE CITY ENGINEER:
1 Common Street
Waterville, ME 04901
Phone: 680-4232
Email: gbrown@waterville-me.gov
Website: www.waterville-me.gov/departments/communitydev



at a greater frequency. The goal was, and is, to generate additional energy in Downtown Waterville.

Waterville Police Station

The Waterville Police Station was designed and constructed at its new location, 10 Colby Street. A unique aspect of this project was the use of the Construction Management process. Rather than using the "design and then bid" process, the Architect and the General Contractor were selected based on a Quality Based Selection Process. Each team member participated from start to finish in the project. Bids were still solicited for all subcontracts and low bids for each trade were incorporated within the work. Most of the work was sublet to local firms and vendors. The entire design and construction process was completed within a year.

Robert LaFleur Airport

Over the past year, several improvements were made at the LaFleur Airport. Runway 14-32 was completely reconstructed utilizing an FAA grant. The project also required the removal of select trees in the airspace.

The City also prepared and received an FAA grant to design a repaving project for the main runway. The construction work is anticipated to be performed during the 2014 construction season.

The FAA requires each grant recipient to follow federal regulations regarding award and management of construction contracts, specifically related to Disadvantaged Business Enterprises (DBEs). Last year I submitted the City's first DBE plan to the FAA. The plan was reviewed and approved. I now serve as the City's DBE coordinator. Copies of the DBE plan are available on the Airport website.

I also offer support to the Waterville Development Corporation, the City Facilities Committee, the Airport Advisory Board, and the 470 Advisory Committee.

In addition to the projects and responsibilities detailed above, this last year I stepped down from my position as Vice President of the Municipal Review Committee (MRC). I served as Vice President for 5 years, and served a total of 12 years as an elected member of the Board of Directors. The MRC a cooperative effort of over 180 Maine communities charged with the oversight of the Penobscot Energy Recovery Corporation (PERC) waste to energy incinerator. Contracts that created and define the roll of the MRC are scheduled to expire in 2018. Significant changes in managing and reducing waste will be evident after 2018. I am pleased to report that I continue to monitor the MRC, and the MRC is making significant headway in organizing and evaluating options that the City may adopt on or about 2018.

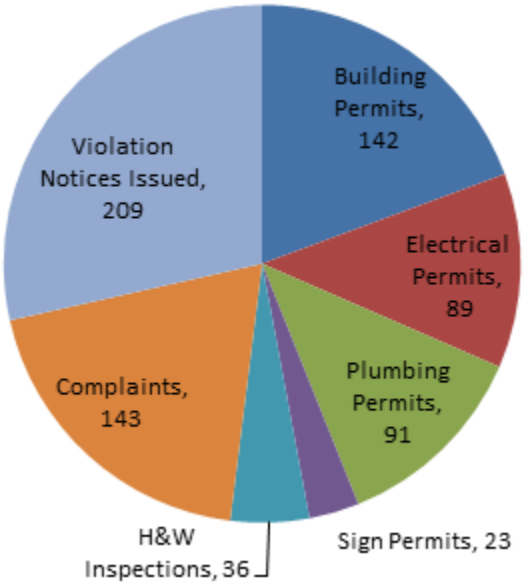
There are a number of uniquely local issues, however that the MRC may not include in its analyses, because they only affect the Greater Waterville area. This past year, I started the process of evaluating these issues. I envision the Waterville-Winslow Solid Waste Corporation will require a complete presentation of MRC and local options, well in advance of the 2018 deadline, to be able to advise the region on the best options for waste reduction and recycling. Contrary to the limited landfill or incinerate options that were the only choices just 25 years ago, there are emerging, small scale, technologies that can reduce methane, a major greenhouse gas concern, can reduce the volume of waste to manage, and can generate energy as a by-product.

Code Enforcement

STAFF: *Garth Collins, Code Enforcement Officer*

Activity from July 1, 2012
through June 30, 2013:

Building Permits Issued:	142
Electrical Permits Issued:	89
Plumbing Permits Issued:	91
Sign Permits Issued:	23
Health & Welfare Inspections:	36
Complaints:	143
Violation Notices Issued:	209



Permit Fees Collected:	$ 210,183.46
Operating Budget:	$ 85,523.00

Although the State of Maine recommends one Code Enforcement Officer per 8,000 residents, the City of Waterville currently funds only one CEO for its 16,000 residents. Your patience is requested when responding to complaints, since priority is given to the issuance of permits and the required inspections.

Information regarding codes, permit applications and other information pertaining to the Code Enforcement Office can be obtained from the City's web page under Code Enforcement *(see side bar to the left for additional contact information).*

NEW **Businesses in Waterville — Fiscal Year 2012-13**

- ***Sparrow's Consignment*** opened at 129 Main Street in downtown Waterville.
- ***Michelina's Apizza*** opened at 4 Union Street, formerly George's Restaurant.
- ***The Blessed Life Bakery*** opened on Silver Street below the Sign of the Sun.
- The Mini Barn on Kennedy Memorial Drive closed and ***JoeJoes Restaurant*** opened, serving breakfast and lunch.
- ***Holy Cannoli*** opened and began serving Italian pastries at 113A Main Street; they soon relocated to 72 Main Street next to Barrels Market.
- ***Downtown Smoothie*** moved into the recently vacated space at 113A Main Street and began serving healthy smoothies and frozen yogurt.
- ***Heirloom Antiques and Vintage*** opened at 35 East Concourse in the old Madilyn's Consignment space. ***Madilyn's*** had relocated to 42 Main Street.
- The Roost closed (26 Elm St.) and ***The End Zone*** opened in its place.
- **Little Caesars** opened at 371 Main Street next to Friendly's Restaurant.
- ***Mirakuya Japanese Restaurant*** opened in the former Cacciatores space in the JFK Mall on Kennedy Memorial Drive.

CONTACT CODE ENFORCEMENT:
1 Common Street
Waterville, ME 04901
Phone: 680-4231
Email:
gcollins@waterville-me.gov
Website:
www.waterville-me.gov/departments/codes

Economic Development

AGENCY: Central Maine Growth Council (CMGC)
Executive Director, Darryl Sterling

The City of Waterville recognizes economic growth as a critical factor in the continued health of the community. The City currently has on staff a City Planner, a Code Enforcement Officer and a City Engineer available to assist in this regard.

All requests relating to economic development activities are forwarded to Darryl Sterling, Executive Director at the **Central Maine Growth Council** (CMGC). This agency serves as the "clearing house" for all major economic development opportunities in Waterville and in the greater Waterville area.

In addition, the City is an active participant in the following economic development organizations:

- ◊ Kennebec Regional Development Authority (FirstPark)
- ◊ Kennebec Valley Council of Governments (KVCOG)
- ◊ Mid Maine Chamber of Commerce
- ◊ Waterville Development Corporation (WDC)
- ◊ Waterville Main Street (WMSt.)

To learn more about these agencies, please use the links above or visit our webpage: **http://waterville-me.gov/departments/econdev**

The City's new "***Shop Waterville***" initiative went live in December, 2012. This program provides a central location for residents and visitors to find local businesses and see all they have to offer. The best part is…it's FREE for all our business owners and easy-to-use for both them *and* their consumers!

What is Shop Waterville?

The goal of this initiative is to help market our area and boost the local economy by encouraging residents and visitors to shop, dine, play and stay in our great community.

For businesses that do not have a website or facebook, this is an option that will provide an online presence for them. For those who already have an online presence, this is yet another way they can advertise their business, at no cost to them. The directory currently features over 650 businesses and organizations and can be utilized through the *Shop Waterville* logo/link on the City's website: www.waterville-me.gov.

In an easy to use format, the program allows business owners to create their own micro-website which can include not only contact and location information but pictures, business hours, coupons or daily specials, job listings and more! The directory is easily searchable and also identifies businesses that are Chamber members and/or part of the Waterville Main Street designation. A business owner simply needs to visit the site and claim the business listed as its own, at which time the City will review and confirm it. If a business is not already listed in the directory, the owner can create it in a few simple steps. Upon approval of their claimed business, owners receive an email with their user name and password so they can start setting up their own page with as much, or as little, information as they would like.

Consumers using the searching the directory can also opt-in to sign up for notices of deals, job openings, etc, for any of their favorite businesses. Check it out today!

Top 10 Reasons to Shop Local

1. Keep money in our local economy.
2. Protect local character and uniqueness.
3. Local decision making.
4. Investment in your community.
5. Create more local jobs.
6. Get better service.
7. Put your taxes to good use.
8. More sustainability, less environmental impact.
9. Promote competition & product diversity.
10. Encourage *future* investment.

CONTACT CMGC:
50 Elm Street
Waterville, ME 04901
Phone: 680-7300
Email: dsterling@centralmaine.org
Website: www.centralmaine.org

Finance

STAFF:
(from left to right)
Front: Allison Brochu, Finance Clerk
Rose Bickford, Bookkeeper
Back: Chuck Calkins, Finance Director, Treasurer
Linda Cote, Tax Collector
Debbie Collins, Finance Clerk
Linda Taylor, Accountant

The Finance Department is dedicated to serve all the residents of Waterville, other city departments and the school department.

The Finance Department oversees and administers the City's financial and accounting systems, including the collection and disbursement of all monies for the City. The revenues of the City include real and personal property taxes, federal and state grants, excise taxes on vehicles, boats, and airplanes, parking tickets, various permits and licenses, and other miscellaneous revenue. A portion of the monies collected includes registration fees and sales tax, which must be forwarded to the state. Other functions of the department include the processing of all accounts payable, payroll and account receivables.

During fiscal year 2013, the City started accepting debit and credit cards for payments on any items. Individuals wishing to use this form of payment are charged an additional fee of $1 for transactions up to $40 and 2 ½% for transactions over $40, which covers the cost of processing fees from a 3rd party.

During 2013, the Finance Department processed 3,523 accounts payable checks, 294 wire transfers, 586 ACH transactions and 99 1099s, 759 paychecks and 2,598 direct deposit paychecks. It also mailed 6,307 tax bills and processed 18,294 property tax payments. There were 9,630 vehicles registered and another 11,342 payments processed for permits, fees, licenses, etc.

The entire post audit report from FY 2011-2012 is on file in the Finance Director's office and is available for public review during regular business hours. The audit was performed by:

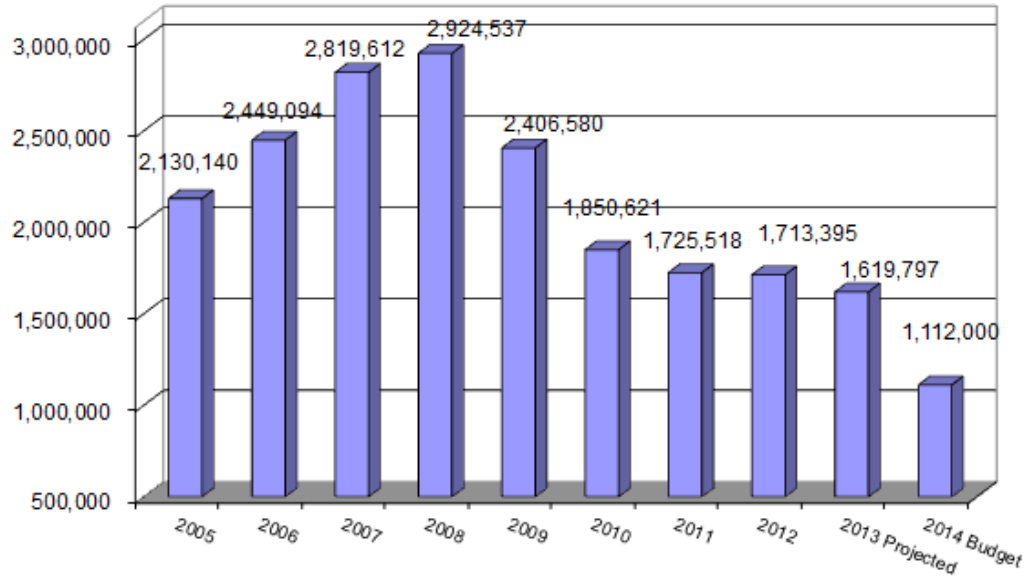
Macpage, LLC
30 Long Creek Drive
S. Portland, ME 04106

Another way to pay

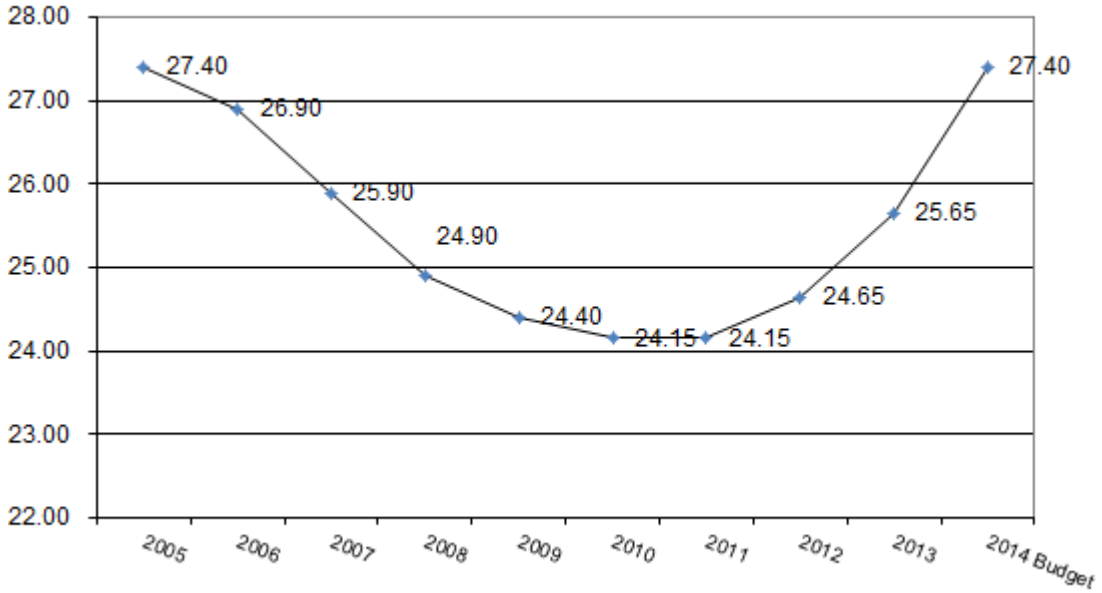
We now accept credit & debit card payments!

CONTACT FINANCE:
City Hall
1 Common Street
Waterville, ME 04901
Phone: 680-4025
Email: ccalkins@waterville-me.gov
Website:
www.waterville-me.gov/departments/finance

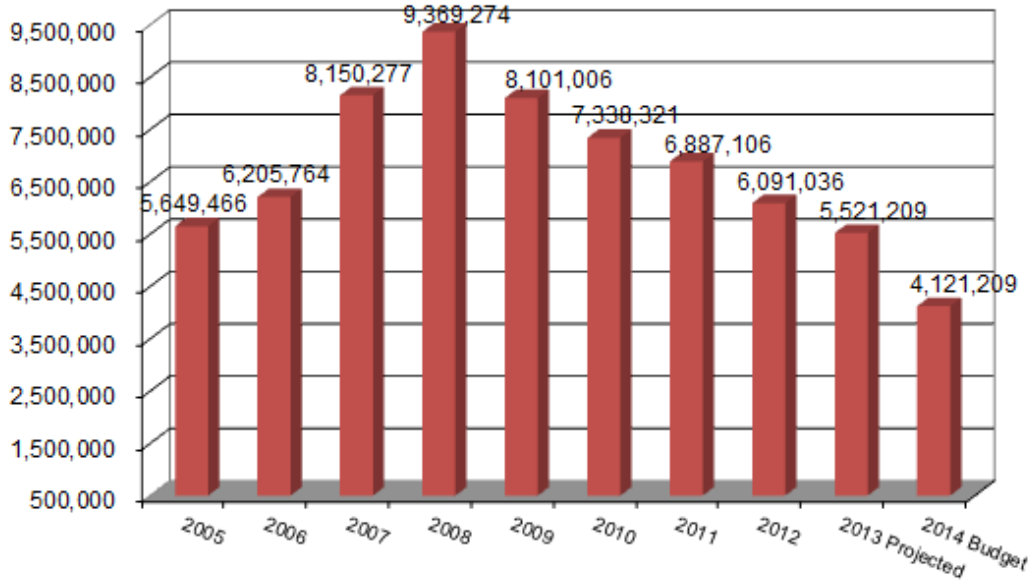
State Revenue Sharing



Mil Rate



Undesignated Fund Balance



Balance Sheet
Governmental Funds

June 30, 2012

	General	School Renovation Fund	Other Governmental Funds	Total
ASSETS				
Cash	$ 9,933,059	$ 61,840	$ 7,293	$ 10,002,192
Investments	1,853,973		1,043,220	2,897,193
Receivables:				
Taxes receivable	1,430,084			1,430,084
Tax liens	15,367			15,367
Other receivables	76,117		248,009	324,126
Intergovernmental	25,805		972,736	998,541
Interfund loans receivable	190,549		3,154,908	3,345,457
Inventory	73,063		71,227	144,290
Total Assets	$ 13,598,017	$ 61,840	$ 5,497,393	$ 19,157,250
LIABILITIES AND FUND BALANCES				
Liabilities				
Accounts payable	$ 358,346		$ 210,788	$ 569,134
Accrued wages and benefits payable	1,294,470		2,122	1,296,592
Accrued compensated absences	70,773			70,773
Deferred revenue	750,474		724,275	1,474,749
Taxes received in advance	11,052			11,052
Due to agency fund	121,823			121,823
Interfund loans payable	2,759,355	$ 471,833	114,269	3,345,457
Total Liabilities	5,366,293	471,833	1,051,454	6,889,580
Fund Balances:				
Nonspendable for inventory	73,063		71,227	144,290
Nonspendable for trusts			228,800	228,800
Restricted for trusts			793,882	793,882
Restricted for special revenue funds			1,846,619	1,846,619
Restricted for capital projects			960,025	960,025
General Fund - assigned for subsequent year budget	1,500,000			1,500,000
General Fund - unassigned	6,091,036			6,091,036
General Fund - restricted for education	567,625			567,625
Special Revenues - committed			132,159	132,159
Special Revenues - unassigned			(105,324)	(105,324)
Capital Projects - committed			396,782	396,782
Capital Projects - assigned			156,007	156,007
Capital Project - unassigned		(409,993)	(34,238)	(444,231)
Total Fund Balances (Deficit)	8,231,724	(409,993)	4,445,939	12,267,670
Total Liabilities and Fund Balances	$ 13,598,017	61,840	5,497,393	

Reconciliation of Fund Balances to Net Assets:

Amounts reported for governmental activities in the statement of net assets are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	38,679,541
Other long-term assets are not available to pay for current period expenditures and, therefore, are deferred in the funds.	683,273
Long-term liabilities that are not due and payable in the current period and, therefore, are not reported in the funds.	
Accrued compensated absences	(373,647)
Accrued interest	(221,301)
Landfill closure liability	(96,352)
Capital leases payable	(408,160)
Other postemployment benefits liability	(260,133)
Bonds payable	(22,890,084)
Net Assets of Governmental Activities	$ 27,380,807

See independent auditors' report.
The accompanying notes are an integral part of these financial statements.

Statement of Revenues, Expenditures and Changes in Fund Balance

Budget (Non-GAAP Budgetary Basis) and Actual - General Fund

Year Ended June 30, 2012	Budget			Variance With Final Budget Positive (Negative)
	Original	Final	Actual	
Revenues				
Taxes	$ 16,992,618	$ 16,992,618	$ 16,943,352	$ (49,266)
Licenses and permits	110,700	110,700	116,408	5,708
intergovernmental	14,226,202	14,226,202	14,030,940	(195,262)
Tuition and other charges for services - Education	1,714,000	1,714,000	1,739,023	25,023
Charges for services - City	508,120	508,120	513,739	5,619
Fees and fines	3,150	3,150	7,170	4,020
Unclassified	730,460	730,460	869,015	138,555
Investment earnings	140,000	140,000	74,990	(65,010)
Transfers in	61,610	61,610	61,610	
Budgeted use of fund balance	1,562,999	1,562,999		(1,562,999)
Total Revenues	36,049,859	36,049,859	34,356,247	(1,693,612)
Expenditures				
Mayor	19,600	19,600	19,503	97
Administration	1,501,550	1,501,550	1,363,714	137,836
Assessor	150,890	150,890	141,812	9,078
Information services	404,370	404,370	380,903	23,467
Finance department	358,100	358,100	341,511	16,589
City Clerk	156,535	156,535	162,745	(6,210)
Planning department	84,600	84,600	80,889	3,711
Economic development	96,390	96,390	94,915	1,475
Public works	3,982,915	3,982,915	3,661,712	321,203
Parks, culture and recreation	448,270	448,270	440,815	7,455
Police	2,642,430	2,642,430	2,611,116	31,314
Communication center	453,580	453,580	468,856	(15,276)
Fire	1,903,870	1,903,870	1,936,516	(32,646)
Code enforcement	83,615	83,615	82,900	715
Health and welfare	297,395	297,395	292,846	4,549
Education	19,867,044	19,867,044	19,432,358	434,686
County tax	750,000	750,000	716,887	33,113
Unclassified	51,100	51,100	27,359	23,741
Debt service (excluding education portion)	1,403,925	1,403,925	1,261,025	142,900
Transfers out	1,393,680	1,393,680	1,565,223	(171,543)
Total Expenditures	36,049,859	36,049,859	35,083,605	966,254
Excess of Expenditures over Revenues	$ -	$ -	(727,358)	$ (727,358)
Fund Balance, Beginning of Year			8,959,082	
Fund Balance, End of Year			$ 8,231,724	

See independent auditors' report.
The accompanying notes are an integral part of these financial statements.

Delinquent Taxes Report

Taxpayer	Amount
Tax Year 2012	
A L WEEKS	$118.32
AMALFITANO A R DO PA	$288.41
APOLLO'S BISTRO	$123.25
ARBO LYNNETTE R	$1,049.51
ARBO MATHEW K	$12.33
AVMAR LLC	$1,892.12
BABE'S SHOE REPAIR	$290.87
BAYLEY ELIZABETH A & TODD S	$2,612.38
BEAUDOIN DANY MARIE	$1,015.37
BENISSAN JORDAN M	$789.91
BENT GEORGE C & SUSAN M	$103.49
BICKFORD RONALD K	$345.81
BICKFORD RONALD K	$1,010.15
BILL'S TIRE SERVICE INC	$4,506.91
BLACK FRED G PROPERTIES LLC	$3,271.50
BLACK FREDERICK G & PAMELA A	$4,208.72
BLAISDELL ALTON F	$164.91
BLAISDELL ALTON F	$198.67
BOLDUC ANNA J	$606.44
BOLDUC ANNA J	$1,572.30
BOLDUC JOAN M	$1,283.69
BOUCHER ERNEST	$843.55
BRAGDON TRACEY L	$951.01
BRETON ROBERT J	$1,291.36
BROWN JEAN L	$683.09
BURNS THOMAS J	$5,640.77
BUXTON PAULINE G	$2,834.56
CACCIATORES RESTAURANT	$1,232.50
CARMICHAEL MYRTLE E &	$468.07
CARON JASON P	$398.61
CHARETTE OLIN C	$768.07
CHILDS GORDON D	$1,970.91
CONVERSE ROSS	$1,104.71
CORSON TAMMY	$1,479.81
CRANFORD LISA D	$1,056.91
CRESS WANDA	$1,186.60
CRONE GARY R & BROOKS TRACY	$1,825.26
DEVOGT CRYSTAL L	$1,395.48
DIXON STACY	$373.41
DORR JENNIFER	$1,081.71
DRAPER G WHITNEY III	$4,778.53
DRF PROPERTIES LLC	$14.79
DRF PROPERTIES LLC	$872.81
DUCHARME BONNIE	$72.56
DUPEE DUSTIN	$69.85
EMERY PAMELA A & ST AMAND SHARI	$1,978.58
ENTRUST ADMIN INC FBO ROBERT S	$1,858.47
ERVING WILLIAM R SR	$274.92
FAMILY ENTERTAINMENT CENTER IN	$4,659.59
FLAHERTY WILLIAM H III & MARIA	$1,031.54
FORTIN ELIZABETH A	$335.59
FORTIN ELIZABETH ANN BOLSTEAD	$4,376.85
FROST TIMOTHY	$243.09
FULLER JEAN E	$1,935.77
FYLER RICHARD O JR	$195.65
GALLANT CYNTHIA	$388.74
GILBERT EDWARD T & SANDRA M	$1,709.76
GLAVIN CHARLES J JR	$514.91
GORDON BRYAN A	$52.61
GORDON BRYAN A	$1,866.79
GREEN BRENDA	$470.51
GURNEY CATHERINE A	$1,682.47
GURNEY DOUGLAS	$688.85
GURNEY INC DONALD J	$729.06
GURNEY INC DONALD J	$892.62
HARRINGTON HOWARD J	$1,189.16
HOMER ROBERT U & ESTHER	$648.91
HUFF RODNEY E SR	$561.03
JENNESS MARGARET	$455.18
JOLER BRYAN	$1,028.16
KARTER JEFFREY F & O'BRIEN SCOTT	$1,569.75
KIERSTEAD MARK S	$2,150.40
KING MARGARET	$192.64
LABBE JASON G & CHILDS GORDON	$930.96
LABBE JASON G & CHILDS GORDON	$1,743.50
LANPHIER GALEN & BELINDA	$635.27
LAWLER WILLIAM & JOAN	$1,459.82
LECLAIR ERNEST H	$707.10
LOGAN BETTE JO	$324.86

Taxpayer	Amount
MAIRS WENDA S	$1,607.56
MAYO ANNE C	$1,544.21
MCCAFFERTY KERRY	$258.44
MILLER LAURA L	$1,533.45
MIRANDA GELSON JR	$1,186.65
MURPHY FREDERICK & JACQUELINE	$535.65
NELSON JEFFREY	$547.67
NOBLE EDWARD	$864.00
O'BRIEN KATHLEEN	$1,234.51
PAZYRA GREGORY	$5.14
PAZYRA GREGORY	$2,581.60
PLOURDE JESSE C	$1,715.39
POIRIER CHRISTOPHER	$801.91
POIRIER CHRISTOPHER	$1,261.85
POMERLEAU JUDITH A	$1,347.44
PUSHARD JEFFREY A & HEIDI M	$1,753.73
QUIRION WAYNE R	$460.28
REDNECK TATOOS	$49.30
RIDEOUT MARY	$517.02
RODRIGUE GLORIA J	$2,685.20
ROLLINS DALE L & SUZANNE	$1,393.44
RONALD MARSH MASS THERAPY	$9.86
ROSENTHAL EVELYN 1988 TRUST	$159.29
ROUNTREE GAIL	$1,076.59
SHAM-REI	$24.65
SINCLAIR DOUGLAS W & MELISSA M	$991.00
SOUCIE PATRICIA	$119.15
SOUTH END CAFE	$86.28
SOUTH END CAFE LLC	$1,265.16
STEVENS DEAN H	$4,359.99
SUPER CHINA BUFFET	$2,465.00
SUSI JANE A	$1,226.84
TBW ENTERPRISES LLC	$9,090.14
THIBODEAU REGINALD	$278.87
THOOPSAMOOT TUSSANEE	$1,525.75
TROMBLEY MICHAEL B	$1,104.18
TRUE PAUL JR & ALICE M	$978.45
VELAZQUEZ CONFESOR JR	$392.94
VISTA DEVELOPMENT INC	$1,781.83
VOYE WENDY F/K/A GOGAN	$287.82
WATERVILLE OAKS LLC	$1,335.89
WATERVILLE OAKS LLC	$1,389.20
WATERVILLE OAKS LLC	$2,420.81
WATERVILLE OAKS LLC	$3,492.39
WATERVILLE OAKS LLC	$4,341.29
WATERVILLE OAKS LLC	$9,798.19
WILLETTE RICHARD	$4,405.99
WILLETTE TINA M	$1,638.73
WOOD SHANE	$826.18
WOOD SHANE	$979.50
WOODBERRY ANTHONY & MELISSA	$1,541.64
WOODBURY CHRIS	$389.26
Tax Year 2013	
A DOGGY DOO PET CARE CTR	$64.13
A L WEEKS	$125.69
ALBERTS CLOTHING & FURNITURE	$128.25
AMALFITANO A R DO PA	$307.80
AMY MAYHEW	$48.74
ANDERSON RICHARD	$1,131.53
APOLLO'S BISTRO	$128.25
APS/ATKINS PRINTING	$11,580.98
ARBO LYNNETTE R	$1,456.99
ARBO MATHEW K	$12.83
ARCON REALTY INC	$66.26
ARCON REALTY INC	$1,034.25
ARCON REALTY INC	$1,135.21
ARCON REALTY INC	$1,175.07
ARCON REALTY INC	$1,187.56
ARCON REALTY INC	$1,222.90
ARCON REALTY INC	$1,236.18
ARCON REALTY INC	$1,307.93
ARCON REALTY INC	$1,310.58
ARCON REALTY INC	$1,323.87
ARCON REALTY INC	$1,336.35
ARCON REALTY INC	$1,347.77
ARCON REALTY INC	$1,403.59
ARCON REALTY INC	$1,451.41
ARCON REALTY INC	$1,470.01
ARCON REALTY INC	$1,493.92
ARCON REALTY INC	$1,499.23

Taxpayer	Amount
ARCON REALTY INC	$1,547.07
ARCON REALTY INC	$1,610.04
ARCON REALTY INC	$1,682.58
ARCON REALTY INC	$1,773.99
ARCON REALTY INC	$1,982.05
ARCON REALTY INC	$2,085.67
ARCON REALTY INC	$2,283.08
ARCON REALTY INC	$2,362.00
ARCON REALTY INC	$2,453.14
ARCON REALTY INC	$2,530.21
ARCON REALTY INC	$3,039.57
ARCON REALTY INC	$3,685.24
ARCON REALTY INC	$3,709.17
ARCON REALTY INC	$4,275.12
AUDET BERNADINE Y	$40.98
AVMAR LLC	$2,128.11
BABE'S SHOE REPAIR	$302.67
BARD DANIEL R & HELEN E	$2,829.49
BARTON FINANCIAL ASSOC	$25.62
BAYLEY ELIZABETH A & TODD S	$2,748.33
BEAUDOIN DANY MARIE	$1,177.99
BENISSAN JORDAN M	$898.20
BENT GEORGE C & SUSAN M	$1,340.86
BERBERIAN MICHAEL	$450.64
BICKFORD RONALD K	$391.22
BICKFORD RONALD K	$1,082.07
BILL'S TIRE SERVICE INC	$790.02
BILL'S TIRE SERVICE INC	$4,718.59
BLACK FRED G PROPERTIES LLC	$3,433.62
BLACK FREDERICK G & PAMELA A	$4,408.25
BLAISDELL ALTON F	$1,058.96
BLAISDELL ALTON F	$1,345.39
BLAKESLEE CLIFTON	$396.80
BLUE SKY COUNSELING	$12.83
BOHNER KATHRYN A	$1,319.54
BOLDUC ANNA J	$662.25
BOLDUC ANNA J	$1,666.64
BOLDUC JOAN M	$1,366.63
BOLDUC PETER G	$2,144.39
BOLDUC RICHARD H & ANNA	$988.54
BOUCHARD CELESTE	$306.12
BOUCHARD KAREN M &	$1,040.48
BOUCHER ERNEST	$908.82
BOURQUE JUDITH	$375.56
BRAGDON TRACEY L	$572.51
BRAGDON TRACEY L	$9,759.49
BRETON ROBERT J	$1,374.61
BRIDGES RONALD H	$1,371.96
BROWN CHARLES	$706.47
BROWN JEAN L	$1,244.42
BROWN MICHAEL	$432.29
BROWN THEODORE H & JEAN	$2,116.54
BUCKNAM DAVID	$1,003.15
BUCKNAM DAVID	$1,513.32
BUCKNAM DAVID A	$1,348.57
BUCKNAM DAVID A	$1,476.12
BURNS RICHARD C	$230.36
BURNS THOMAS J	$1,041.53
BURNS THOMAS J	$5,897.55
BUSHEY MICHAEL	$278.69
BUXTON PAULINE G	$2,979.24
CANDY CREATIONS	$25.65
CARDENAS MICHAELA	$1,924.64
CAREY LAND SURVEYORS	$69.72
CARMICHAEL MYRTLE E &	$1,631.56
CARON JASON P	$1,187.83
CARPENTER TIMOTHY	$417.79
CARTER MICHAEL O	$2,232.60
CASHMAN WAYNE	$1,950.41
CESINO ANNETTE	$2,357.49
CHANG HUICHEN & LIN YUAN-CHEN	$1,927.02
CHARETTE OLIN C	$830.44
CHARETTE OLIN C INC	$979.25
CHAVONELLE CHRISTINA	$655.54
CHILDS GORDON D	$2,081.14
COCHRAN JESSICA	$299.02
COCHRAN JORDAN	$143.42
COMPARETTI CUSTOM SOUNDS	$17.96
CONVERSE ROSS	$1,180.39
COOLEY APRIL	$552.78

Taxpayer	Amount
CORNERSTONE INSURANCE AGENCY	$128.25
CORSON TAMMY	$1,576.57
COUGHLIN DESIREE M	$1,221.04
CRAIG CHARLES	$1,394.32
CRANFORD LISA D	$1,130.96
CRAWFORD LISA	$54.90
CRESS WANDA	$1,265.67
CRONE GARY R & BROOKS TRACY	$1,929.69
DAIGLE ELIZABETH C	$1,531.39
DENIS STEPHEN A	$167.53
DEVANEY KENNETH	$1,419.52
DEVOGT CRYSTAL L	$1,482.76
DIXON STACY	$419.92
DODGE AARON & SHERYL	$20.18
DORR JENNIFER	$946.03
DRAPER G WHITNEY III	$5,012.99
DRF PROPERTIES LLC	$17.96
DRF PROPERTIES LLC	$17.96
DRF PROPERTIES LLC	$23.09
DRF PROPERTIES LLC	$1,174.06
DRF PROPERTIES LLC	$1,433.34
DRF PROPERTIES LLC	$1,463.12
DRF PROPERTIES LLC	$1,677.84
DRF PROPERTIES LLC	$2,053.77
DUCHARME BONNIE	$1,203.18
DUPEE DUSTIN	$104.26
EDWARDS SHERRIE MARIE	$470.60
EMERY PAMELA A & ST AMAND SHARI	$2,095.23
ENTRUST ADMIN INC FBO ROBERT S	$1,964.23
EVERGREEN FUND LLC	$1,312.69
EYESITE OPTICAL STORES	$664.34
FAMILY ENTERTAINMENT CENTER IN	$4,877.21
FEDERAL NATIONAL MORTGAGE ASSOC.	$1,295.44
FLAHERTY WILLIAM H III & MARIAN	$1,104.44
FLEURENT JEREMY	$870.31
FLORES ROBERT & CYNTHIA	$186.86
FLOS FLOWER CART	$97.38
FORTIN ELIZABETH A	$380.59
FORTIN ELIZABETH ANN BOLSTEAD	$4,897.15
FOSTER SETH	$108.93
FROST TIMOTHY	$284.40
FULLER JEAN E	$2,044.74
FYLER RICHARD O JR	$931.68
GALLANT CYNTHIA	$435.86
GALLOWAY VAN LIEROP INSURANCE	$153.90
GATEWAY DATA SERVICES	$207.77
GERRY'S APARTMENTS	$43.61
GILBERT EDWARD T & SANDRA M	$1,809.59
GLIDDEN TANYA D	$1,379.29
GORDON BRYAN A	$86.46
GORDON BRYAN A	$1,973.00
GOUDREAUS RETIREMENT INN	$513.00
GRANDE FRANK P	$1,840.29
GREEN BRENDA	$520.89
GURNEY CATHERINE A	$3,558.77
GURNEY DONALD J INC	$323.19
GURNEY DOUGLAS	$748.07
GURNEY INC DONALD J	$1,545.21
GURNEY INC DONALD J	$1,890.63
HAPPY TRAILS	$15.39
HARRINGTON HOWARD J	$1,268.33
HARTIGAN LEAH RM	$141.46
HARTWELL ALICE L	$462.70
HASKELL HOPE &	$682.44
HILL MADELINE	$258.64
HOFFMAN VERN K & LARAINE M	$79.52
HOFFMAN VERN K & LARAINE M	$2,857.89
HOMER ROBERT U & ESTHER	$1,355.76
HUARD ED	$161.81
HUBERT DIANE M	$631.16
HUFF RODNEY E SR	$904.31
INK 4 LIFE	$23.09
JENNESS MARGARET	$511.05
JIANG LAING	$1,012.11
JIANG TONG YONG	$506.00

Taxpayer	Amount
JOE JOE'S BREAKFAST & LUNCH	$102.60
JOLER BRYAN	$1,107.05
JVR PROPERTIES LLC	$2,497.61
KARTER JEFFREY F & O'BRIEN SCOTT	$1,151.95
KARTER JEFFREY F & O'BRIEN SCOTT	$2,709.01
KIERSTEAD MARK S	$2,267.94
KING EDWARD F	$2,057.24
KING STREET APARTMENTS LLC	$230.68
KLOA LLC	$933.28
KOWALIK ANDREW M & BARBARA Z	$1,061.08
KRIKORIAN STEPHEN	$807.94
LABBE JASON G & CHILDS GORDON	$999.71
LABBE JASON G & CHILDS GORDON	$1,844.67
LANPHIER GALEN & BELINDA	$698.32
LAVERDIERE C CLAYTON & MARY	$1,629.27
LAWLER JACQUELYN B	$1,560.30
LAWLER WILLIAM & JOAN	$2,561.54
LEAF FINANCIAL	$1,339.41
LECLAIR ERNEST H	$556.23
LEIGHTON MICHAEL D	$1,614.29
LEMIEUX WILFRED	$778.64
LETOURNEAU ALFRED J & LORRAINE A	$2,089.12
LEVESQUE LUCILLE	$285.45
LOGAN BETTE JO	$375.56
MAGAW PATRICK & PAULINE	$704.76
MAIRS WENDA S	$1,703.31
MARTIN THOMAS	$12.83
MAYO ANNE C	$1,637.41
MAYTAG SUPERWASH	$1,354.48
MCAVOY MANAGEMENT INC	$522.01
MCAVOY MANAGEMENT INC	$1,388.44
MCCAFFERTY KERRY	$300.36
MCGEE ROBERT M	$1,048.02
MCKAY JACK	$987.21
MECEDO	$1,765.75
MID-MAINE HOMELESS SHELTER	$617.08
MILLER LAURA L	$1,638.46
MINI BARN	$48.74
MIOK'S ALTERATIONS	$0.03
MIRANDA GELSON JR	$1,526.55
MOODY ROGER & CATHY	$12.83
MOODY ROGER & CATHY	$1,720.57
MOORE LLOYD J	$1,247.00
MURPHY FREDERICK & JACQUELINE	$1,112.10
MY BACK PORCH LLC	$7,218.14
NELSON ARMANDE M	$1,239.24
NELSON BETHANY L	$1,369.30
NELSON JEFFREY	$601.14
NIEMANN CAPITAL LLC	$7,715.01
NOBLE EDWARD	$936.19
NORTHERN LEASING SYSTEMS INC	$79.52
NORTHERN VENTURES LLC	$977.48
O'BRIEN KATHLEEN	$1,321.48
OLIVER STEVEN	$344.71
O'NEIL MICHAEL B & DARLA J	$826.57
PAZYRA GREGORY	$23.09
PAZYRA GREGORY	$2,716.21
PETITE LISA	$51.30
PICTUREME PORTRAIT STUDIO	$41.04
PLOURDE JESSE C	$1,815.43
POIRIER CHRISTOPHER	$865.78
POIRIER CHRISTOPHER	$1,344.06
POMERLEAU JAMIE L	$1,932.62
POMERLEAU JUDITH A	$1,432.81
POULIN LISA M	$332.63
POULIN MARGARET A	$388.02
POULIN ROBERT	$1,213.07
POULIN THERESA	$730.80
PUSHARD JEFFREY A & HEIDI M	$1,861.40
QUIMBY DANIEL & ANITA	$452.59
QUIRION WAYNE R	$510.26
RANCOURT REGINA G	$1,272.26
REDNECK TATOOS	$51.30
RENAISSANCE STYLING	$69.23
RICHARDS MARK	$686.42

Taxpayer	Amount
RIDEOUT MARY	$358.81
RODRIGUE GLORIA J	$2,812.12
ROGERS LAWRENCE A & CAROL	$2,818.11
ROLLINS DALE L & SUZANNE	$1,480.65
RONALD MARSH MASS THERAPY	$10.26
ROSENTHAL EVELYN 1988 TRUST	$197.26
ROUNTREE GAIL	$1,157.27
ROWE & WENDELL SURVEYING	$0.12
ROY GARY	$459.25
ROY KATHLEEN	$870.82
SHAM-REI	$25.65
SHEEHAN DAVID	$860.99
SHEMKOVITZ NANCY M	$1,117.42
SINCLAIR DOUGLAS W & MELISSA M	$1,062.41
SNUGGLICIOUS INC	$2,691.98
SOUCIE PATRICIA	$407.96
SOUTH END CAFE	$89.78
SOUTH END CAFE LLC	$1,347.26
STATON CHERYL L	$1,264.97
STEVENS DEAN H	$441.70
STEVENS DEAN H	$4,571.66
STRATTON DARLENE	$449.67
SUNTAN CITY	$1,923.75
SUPER CHINA BUFFET	$2,565.00
SUSI JANE A	$1,307.39
TBW ENTERPRISES LLC	$18,289.25
TD BANKNORTH INS	$4,263.91
THE PERFECT SHOT PHOTOGRAPH	$48.74
THE ROOST PUB & WINGERY	$513.00
THIBODEAU REGINALD	$321.61
THOOPSAMOOT TUSSANEE	$1,618.48
THURLOW JONATHAN	$364.12
TIBBETTS WENDY	$190.77
TOWNSEND BETTE M	$711.55
TREASURES OF THE FLESH	$64.13
TROMBLEY MICHAEL B	$1,179.86
TRUE PAUL JR & ALICE M	$1,159.14
TURMELLE ARTHUR H & CONSTANCE	$1,446.11
TURMELLE ARTHUR H & CONSTANCE	$1,810.13
TWO CITIES LLC	$612.06
VEAR MURIEL K	$1,010.59
VEILLEUX RICHARD & MARGUERITE	$1,279.76
VISTA DEVELOPMENT INC	$1,890.63
VOYE WENDY F/K/A GOGAN	$502.30
WATERVILLE FLORIST	$230.85
WATERVILLE OAKS LLC	$1,887.99
WATERVILLE OAKS LLC	$1,962.38
WATERVILLE OAKS LLC	$3,402.52
WATERVILLE OAKS LLC	$4,898.49
WATERVILLE OAKS LLC	$6,083.54
WATERVILLE OAKS LLC	$13,701.49
WENTWORTH MICHELE	$1,165.50
WILLETTE BRUCE J	$1,035.03
WILLETTE BRUCE J CO	$112.86
WILLETTE RICHARD	$2,535.52
WILLETTE TINA M	$1,735.73
WILSON EILEEN	$396.62
WILSON PETER	$232.07
WOOD SHANE	$890.76
WOOD SHANE	$1,050.19
WOODBERRY ANTHONY & MELISSA	$1,634.74
WOODBURY CHRIS	$436.40
YARD SELLERS DISCOUNT	$12.83
YORK OLIVER T	$378.97
ZHANG MEI	$1,006.00
ZHANG MEI J	$2,018.08

Fire & Rescue—WFD

New Fire Engine

In March 2013, WFD received a new, custom built Fire Engine #3. This truck replaced the retired Engine #3, which had been removed from service due to inability to pass inspection and safety concerns. Fire Rescue Technician, Mark Hamilton, submitted a winning application for a $332,500 Federal Assistance to Firefighters Grant (AFG) for the purchase of the much needed engine.

I hereby submit my annual report to our City Manager, members of the City Council, and the residents of this great City of Waterville, that I proudly serve. There has been no significant change in personnel for the Fire Department this year. The staffing level has remained unchanged, and we have been fortunate enough to retain a satisfactory number of emergency responders.

FIRE INCIDENTS:

Last year, the Waterville Fire Department responded to 3,418 calls for service, an increase of 170 calls from last year. 112 of these calls were for fires, 46 of which were building fires. The majority of our calls for service were for Rescue and/or Emergency Medical Service Calls. The Rescue Unit responded to over 2,526 calls, 124 of those involving automobile accidents.

Incident Breakdown	#
Fire/Explosion	112
Overpressure Rupture	1
Rescue Calls	2,526
Hazardous Condition	66
Service Call	154
Good Intent Call	310
False Call	242
Severe Weather	1
Special Type/Complaint	6
Total For All Incidents	***3,418***

FIRE DEPARTMENT PERSONNEL

ADMINISTRATION STAFF:

David P. LaFountain, Fire Chief

Debra Lieberman, Executive Assistant

CAREER STAFF:

A Shift	B-Shift	C Shift
Captain Jeffrey Brazier	Captain Rodney Alderman	Captain Michael Michaud
Lieutenant John Gromek	Lieutenant Shawn Esler	Lieutenant Scott Holst
Rescue Tech. Darin White	Rescue Tech. Eion Pelletier	Rescue Tech. Mark Hamilton
Firefighter Dana Connon	Firefighter Allen Nygren	Firefighter Ryan Cote
Firefighter Daniel Brown	Firefighter Pablo Passalacqua	Firefighter Shawn Stetson

CALL FIREFIGHTERS:

Company 1		Company 2	
Captain Michael Folsom	Lt. Marshall King	Captain Drew Corey	Lt. Jed Corey
Lt. Steven Francoeur	Lt. David Melancon	Lt. Troy Lacroix	Lt. Daniel Mayotte
FF Robert Folsom	FF Nathaniel White	FF Brad Wing	FF Neil Avcollie
FF Michelle Grass	FF Perry Richardson	FF Rachel Corey	FF Ronald McGowen
FF Richard Haviland	FF Ethan Chittim	FF Brittany Corey	FF Sally Sprowl
FF Iggy Hodges	FF Erik Maheu	FF Chris Flye	FF Franco Pacheco
FF John Lewis	Chaplain Craig Riportella		

CONTACT WATERVILLE FIRE & RESCUE:
7 College Avenue
Waterville, ME 04901
Phone: 680-4735
Email: dlieberman@waterville-me.gov
Website: www.waterville-me.gov/departments/fire

Administration:
Debra Lieberman and
Chief David LaFountain

A-Shift:
(Left to right)
Dana Connon, Lt. John Gromek, Capt. Jeff Brazier,
Rescue Technician Darin White, Dan Brown

B-Shift:
(Left to right)
Al Nygren, Rescue Technician Eion Pelletier, Capt.
Rodney Alderman, Pablo Passalacqua, Lt. Shawn Esler

C-Shift:
(Left to right)
Rescue Technician Mark Hamilton, Shawn Stetson,
Capt. Mike Michaud, Ryan Cote, Lt. Scott Holst

In closing, I would like to thank the officers and members of the Waterville Fire Department, and their families, for their personal sacrifices and allowing your husband, wife, father, mother, daughter or son to commit to serve the City of Waterville.

Respectfully Submitted,

David P. LaFountain, Fire Chief

Heating Assistance

*The **Low Income Heating Assistance Program** (LIHEAP) provides assistance for income eligible house-holds to offset the rising costs of home energy; whether you heat with wood, electricity, gas or oil. Benefits are paid directly to the vendor of choice. The program's income guidelines change from time to time, so it is Important to check to see if you qualify. Call 859-1500 or 1-800-542-8227 with questions or to request an appointment.*

CONTACT HEALTH & WELFARE:
City Hall
1 Common Street
Waterville, ME 04901
Phone: 680-4227
Email:
srussell@waterville-me.gov
Website:
www.waterville-me.gov/departments/hw

Health & Welfare

STAFF:
(from left to right)
Sara Russell, Welfare Caseworker I
Linda M. Fossa, Health, & Welfare Director
Denise Murray, Welfare Caseworker II

The Health & Welfare Department administers many programs to help people who are in need of supportive services. These services include the following: the City's General Assistance Program, a tracking system for those individuals who require child & adult protective services, a program that responds to health issues facing our community, the coordination of the City of Waterville Wellness Program, and the administration of the Haines Charity Trust Fund and the Champlin Teacher Trust Fund.

Each municipality administers a General Assistance Program in accordance with Maine State Law and with the General Assistance ordinance and appendices adopted by the City of Waterville. This ordinance is located on the City's website at www.waterville-me.gov. General assistance is for the immediate aid of individuals who are unable to provide basic necessities such as rent/mortgage, food, heating fuel, non-elective medical services, and other items that are essential to maintain themselves or their families. Individuals must follow program rules and meet the eligibility requirements if they want to receive continued assistance. The State of Maine reimburses the City of Waterville 50% for all expenditures pertaining to basic necessities but they do not reimburse the City for their administrative costs.

The City of Waterville recognizes the dignity of each individual while encouraging self-reliance. The mission of this department is to help eligible persons achieve self-maintenance by promoting the work incentive. Whenever possible, this department seeks to alleviate needs other than financial through rehabilitative, preventive, and protective services. The General Assistance Program places no unreasonable restrictions on the personal rights of the applicant or recipient; nor will there be any unlawful discrimination based on sex, age, race, nationality, religion, sexual orientation, or disability. Information concerning an individual's request for assistance is strictly confidential.

The Health & Welfare Department's Fair Hearing Authority has the responsibility of ensuring that the City's General Assistance Program follows Maine State Law and the local ordinance. A member of the City Council serves as the member of the Fair Hearing Authority and makes a determination based on evidence presented at a fair

hearing whether an individual was eligible to receive assistance at the time they applied for General Assistance. During this past year, the City held one fair hearing.

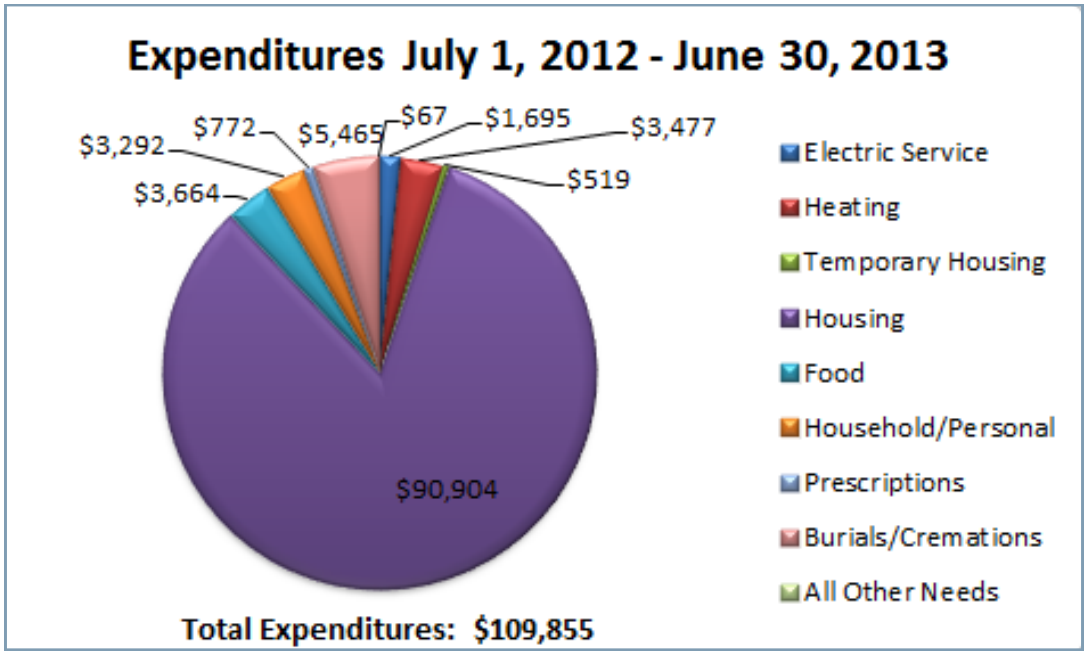
The Haines Charity Trust Fund is a program for the relief of women and children who are in need of financial assistance. A special committee appointed by the City reviews all applications for assistance. A completed application will include proof of residency, verification of monthly income, and all household receipts. Expenditures for the period of July 1, 2012 through June 30, 2013 were $8,838.00. This committee meets the second Thursday of each month.

The Champlin Teachers Trust Fund is for an individual who has been a teacher in the Waterville public school system and is in need of comfort, assistance, and support. Verification of time worked in the school system is required. During this past year, no one made an application for assistance through the Champlain Teacher Trust Fund.

The Health & Welfare Department is located in the basement of City Hall and the office hours are Monday through Friday from 8:00am to 5:00pm. An individual may call 680-4227 to make an appointment. If you have an emergency after hours, please call the Waterville Police Department at 680-4700. An individual may call the Department of Health & Human Services at 1-800-442-6003 to report alleged violations of fraud.

The Health & Welfare Department would like to express their gratitude to all local, state, and federal agencies that we work with throughout the year. We also express our gratitude to Councilor Rosemary Winslow who serves on our Fair Hearing Authority and Mary Jo Carlsen Doris Smith, and Peggy Soucy, who serve on the Haines Charity Committee.

During this past year, our office took 1,691 applications for General Assistance. Expenditures for the period of July 1, 2012 through June 30, 2013 were $109,855.00. The Department of Health & Human Services reimbursed the City of Waterville $54,927.50 for their General Assistance costs. In addition to State reimbursement, the City received $13,656.00 for liens placed on individuals SSI applications.



Human Resources

STAFF:

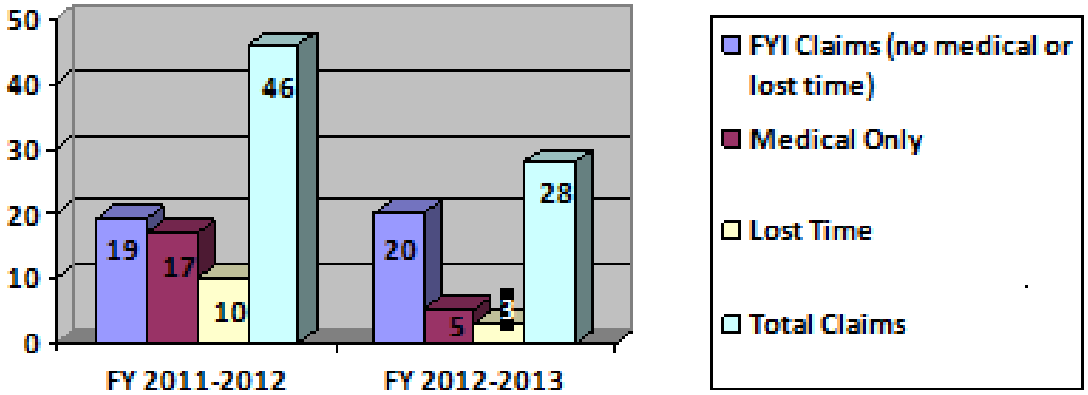
Bobbie-Jo Green, Human Resource Officer

The Human Resource (H.R.) Office is operated with one staff person that is shared with the Parks and Recreation Department. The Human Resource Officer is responsible for supporting City departments in a number of key areas including employee recruitment, compensation and benefits, labor and employee relations, personnel file management and workplace safety. The City currently employees 112 full time employees and 140± part time and seasonal employees.

Some of the Human Resources accomplishments during the 2012-13 fiscal year included:

Recruitment and hiring. During the 2012-13 fiscal year, the City hired 9 full time employees to fill vacant positions. Human Resources, along with the respective Departments, reviewed 502 applications for the 9 positions. Each year the City focuses on finding new avenues for recruitment. Currently the City advertises positions in local newspapers, online, and now on the City's Facebook page. With the additional locations of advertising, we have noticed an increased number of applications.

Safety Awareness. The City of Waterville is dedicated to providing all of our employees with a safe working environment. The City has a safety committee comprised of representatives from each of the major departments including Public Works, Fire, Police, Parks and Recreation and Administrative offices. The City has had a significant reduction in workplace injuries, as shown below:



Labor Relations. The City currently has five separate union contracts to maintain. This covers administrative employees, fire, police, and parks & recreation/public works. During the 2012-13 fiscal year, the City successfully negotiated a three-year contract with the Fire Department. The Human Resource Office will be preparing to assist with negotiations for the administrative and parks & recreation/public works employee unions for 2013-14 fiscal year.

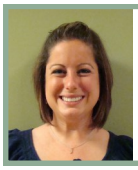
Jobs Filled

During the 2012-13 fiscal year, the City hired 9 full time employees to fill the following vacancies: one (1) finance clerk; one (1) firefighter; two (2) laborers; one (1) information technologist and four (4) patrol officers.

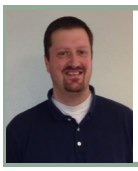
CONTACT H.R.:
6 Wentworth Court
Waterville, ME 04901
Phone: 680-4215
Email:
bgreen@waterville-me.gov
Website:
www.waterville-me.gov/departments/hr

New Employees

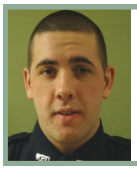
July 1, 2012 – June 30, 2013



Allison Brochu started with the City's Finance Department as a Finance Clerk I on July 2, 2012.

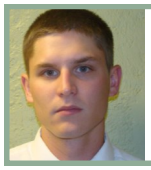


Christopher Parker was hired as an Information Technologist with the City's I.T. Department on September 17, 2012.



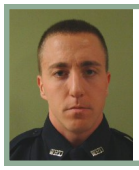
Scott Dumas began his career as a Patrol Officer with the Waterville Police Department on November 14, 2012.

Ryan Haley began his duties as a Patrol Officer with the Waterville Police Department on March 7, 2013.



Dan Brown began his duties as a Patrol Officer with the Waterville Police Department on May 30, 2013.

Dan Brown began his duties as a Career Firefighter/Driver for the Waterville Fire Department on August 27, 2012.



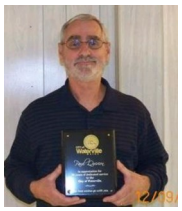
Cameron Huggins began his career as a Patrol Officer with the Waterville Police Dept. on November 13, 2012.

Larry Colson began his duties as a Laborer for the Public Works Department on November 17, 2012.

Kirk Keay began his position as a Laborer with the Public Works Department on April 29, 2013.

Retirements

Sergeant Joseph Shepherd, hired in 1981, retired from the Waterville Police Department in 2012 after 31 years of service with the City of Waterville.



Paul Quirion, hired in 1974, retired from the Public Works Dept. in December 2012 after nearly 40 years of service with the City of Waterville.

Detective Sergeant Michael Benecke, hired in 1988, retired from the Waterville Police Department in January 2013 after 25 years of service with the City of Waterville.

Promotions

There were several promotions in the Waterville Police Department during 2012-13. These included the promotion of:

* Officer Duane Cloutier to ***Detective***
* Detective Lincoln Ryder to ***Sergeant***
* Officer Jennifer Weaver to ***Sergeant***
* Officer Alden Weigelt to ***Sergeant***
* Sergeant William Bonney to ***Detective Sergeant***
* Officer Brian Gardiner to ***Sergeant***

Employee Recognition

*Chief Joseph Massey, **Employee of the Year,** with City Manager Mike Roy.*

In October 2012 **Chief Joseph Massey** was announced as the City of Waterville's *Employee of the Year.* Chief Massey was selected for this honor based on nominations submitted by City employees. Excerpts from his nominations read, *"He uses personal time for the City and community…works every day to lead by example...he led his department and the City through very difficult times and has done it in a calm, reassuring manner."*

Past Employee of the Year Winners:

2011 — Linda Fossa
2010 — Amanda Esler
2009 — Robert Gilchrist
2008 — Linda Cote
2007 — Bob LaPlante & David Higgins
2006 — Daniel Ames
2005 — Wayne Morey, Sr.
2004 — William Bonney
2003 — Josh Grant & Andre Morin
2002 — Ryan Adams
2001 — Arlene Strahan
2000 — Steve Buzzell

Arlene Strahan

On September 6, 2012, retired City Clerk, ***Arlene Strahan,*** received recognition for her 20 years of service to the residents of Waterville when the new records vault was dedicated to her. A plaque in her honor was placed at the vault entrance.

Patti Dubois

The City's new City Clerk, ***Patti Dubois***, was honored at the Maine Town and City Clerks' Association's (MTCCA) annual meeting in September 2012. Patti was chosen as *Clerk of the Year* by her peers. The award is the highest honor that is bestowed upon a municipal clerk by MTCCA.

Matt Skehan

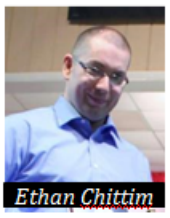
At the March 5, 2013, City Council meeting, Parks and Recreation Director, ***Matt Skehan***, was presented a Mayoral Proclamation for his dedication in divesting much of his time and efforts to make the dream of a multi-use, four-season recreational facility at the Quarry Road Recreation Area reality.

Dana Connon

During the Waterville Fire Department's Annual Awards Banquet on April 20, 2013, ***Firefighter Dana Connon*** was announced as the *Career Firefighter of the Year.* ***Ethan Chittim***, was announced as the *Call Firefighter of the Year.* The recipients of these awards are selected each year based on nominations from their peers.

Lt. Shawn Esler

Two (2) unique awards were also awarded that evening, the *Chief's Excellence Award and Ribbon*. The Chiefs' Excellence Award is awarded at the discretion of the Fire Chief to any member of WFD who has shown distinguished and/or exemplary service and is not limited to any duty, rank or position in the department. ***Lieutenant Shawn Esler*** *and* ***Lieutenant John Gromek*** were each the recipients of this prestigious award.



Ethan Chittim

Lt. John Gromek

Det. Cloutier

Waterville Police Department's ***Detective Duane Cloutier*** received an award on April 25, 2013, from the U.S. Department of Justice Office of the United States Attorney's Office for the District of Maine for *Outstanding Contribution* for his investigative service in the recent successful prosecution of United States v. Jerome Richards.

Information Technology

STAFF:

Josh Grant, Technology Director

Christopher "CJ" Parker, Information Technologist

The City of Waterville Technology department is responsible for the installation, support and maintenance of the entire computing environment for the City of Waterville, the Town of Winslow, the Town of Clinton, the Oakland Police and Fire Departments and the Waterville Opera House. Waterville, Winslow and Oakland are connected by a state of the art privately owned fiber-optic infrastructure. This infrastructure allows all three municipalities to consolidate technology services and share staff resources.

The Technology department underwent a multitude of changes during Fiscal Year 2012-2013. The department, which is staffed by two people, worked through the departure of a staff member for approximately two months. Following this period, a new employee, CJ Parker, was hired. CJ came to the City having been previously employed by Maine General Hospital.

Fiscal Year 2012-2013 saw the Technology department begin to virtualize the server environment for our wide area network. Approximately 85% of all network servers are virtualized and run either Windows Server 2008 R2 or Windows Server 2012. All desktop PC's run a mixture of operating systems depending on the client software that these need to support. Because of the virtualization of servers, the City also transitioned to a SAN based disk backup solution for nightly backups.

The Technology Department closed 1,231 support "ticket" requests during the fiscal year.

Janitorial Staff

STAFF:

Robert Laplante, Custodian

David Higgins, Custodian

Throughout the year, these hard working men clean and maintain City Hall with duties ranging from general cleaning, general carpentry, seasonal cleaning, handling mail and packages, frequent meeting set-up, specialized buffing of the terrazzo floors, carpet shampooing, painting, assisting with renovations, striping layers of old paint from the woodwork, maintaining the outdoor plants, snow blowing and shoveling, assisting with holiday lights in Castonguay Square and installing wreaths and garland at City Hall during the holiday season, and any other duties and projects they are asked to help with.

The picture above (right) is of Bob and Dave winning their co-employee of the year award in 2007.

Did you know?

Quarry Road's snowmaking system consists of:

- *14 moveable snow guns;*
- *5 fixed towers;*
- *a 750KVA transformer;*
- *1200CVM air; compressor; and*
- *3 water pumps .*
- *The system draws 500 gallons of water per minute from nearby Messalonskee Stream and was designed to cover approx. 3-4KM of trail with snow.*
- *All the equipment and machinery to move and groom the snow was purchased with **grant funds**!*

CONTACT PARKS & RECREATION
6 Wentworth Court
Waterville, ME 04901
Phone: 680-4744
Email:
parks@waterville-me.gov
Website:
www.waterville-me.gov
/departments/parks

Parks and Recreation

STAFF:
(from left to right)
Sam Green, Parks Foreman
Steve Buzzell, Grounds Mechanic
Matt Skehan, Parks and Recreation Director
Bobbie-Jo Green, Recreation Coordinator
April Ames, Executive Assistant (absent)

The following presents an overview of what amounted to be a very active fiscal year 12/13 for the Parks and Recreation Department.

The Quarry Road Recreation Area Maintenance Building was built to house snowmaking and grooming equipment. Students and staff from Mid Maine Technical School assisted the City in construction of the building. The area's snowmaking system was also installed and activated in January 2012. This came just in time, as it provided much of the snow necessary to host the first-ever, Nordic races for the Colby Winter Carnival, January 26-27. Quarry Road was also host to several other youth ski races, bringing hundreds of people into town during the winter months. The Recreation Area has grown quickly over the last 5-6 years. We're all very proud of the progress.

In the fall of 2012, crews from both Public Works and Parks and Recreation rebuilt the boat landing on North Street and attached a dock. The upgrades make it much easier and safer for boaters to get in and out. All reviews from the public have been very positive.

Our maintenance crews have been working hard to maintain a large inventory of parks, playgrounds, trails, buildings, dog park, community gardens, and athletic facilities throughout the community. We're proud of the diversity and quality of programs, facilities, and services made available to the residents of Waterville.

The 2012 season at the Alfond Municipal Pool was another successful one. Each year, I think we can't get any busier and I'm proven wrong! We offer public swim, adult lap swim, swim lessons, and facility rentals over the 8 week summer season. The facility itself consists of a 6-lane, 25 meter pool, family swim area, zero-entry area with raindrop, 18" deep kiddie pool with frog slide, 12" deep kiddy pool with whale, spray pool with jets, slide pool with twister and tube slides, a bathhouse, and a snack bar. We had 25,225 visitors and sold over 1,440 season passes in the 2012 season.

A multitude of programs were offered, consistent with our mission to enhance the quality of life and meet the leisure needs of the community. In excess of 50 activities were organized over the course of the fiscal year with a sampling of general categories listed below. Program offerings continue to be well received.

Programs:

swim lessons	arts & crafts	tennis lessons
playground games	special events	tennis tournament(s)
Shuffleboard	co-ed volleyball	track & field
Easter Egg Hunt	co-ed softball league	girls youth softball
lap swimming	Halloween party	mountain bike program
youth basketball league	basketball festivals	Father Daughter Dance
adult basketball league	Hot Shot competition	Winter Carnival
Mens' league softball		

In addition to our regular programs, we played a very active role with numerous other community events held in the City including;

Taste of Greater Waterville, National Night Out, North End Night Out, Franco-American Festival, Hill 'n the Ville, Harvest Fest, and countless other small events around the City.

We also worked with numerous volunteer groups from the public, Waterville schools and Colby and Thomas Colleges to help maintain our parks, fields, playgrounds and trails.

In conclusion, the Parks and Recreation Department has had a busy and productive year. We are proud of the number and quality of services offered to the residents of Waterville. A special thanks to our dedicated staff, all City Departments, and the hundreds of committed volunteers across greater Waterville.

Respectfully Submitted,

Matt Skehan
Director of Parks and Recreation

Planning

STAFF:

Ann Beverage, City Planner

The Planning Department consists of a full-time City Planner and an administrative assistant shared with the City Assessor, Code Enforcement Officer, and City Engineer. The City Planner is staff to the Planning Board and assists potential developers, surveyors, appraisers, realtors, and citizens with development issues.

Additionally, the City Planner provides support to the Comprehensive Plan Steering Committee and attends South End Neighborhood Association (SENA) meetings to assist SENA's efforts to revitalize the neighborhood. She also represents the City on the Kennebec Valley Council of Governments (KVCOG), of which she serves as secretary, treasurer, and member of the executive board and on the Comprehensive Economic Development Strategy (CEDS) Committee. She serves on the housing committee of the Kennebec Valley Community Action Program (KVCAP), as well.

PLANNING BOARD

The 7-member Planning Board reviews site plans, subdivisions, and Zoning Ordinance and Map change requests. In addition, the Board holds public hearings to consider discontinuing paper streets and to review and recommend the comprehensive plan to the City Council.

SUBDIVISION AND SITE PLAN REVIEW

During Fiscal Year 2013, the Planning Board reviewed the following subdivisions and site plans.

Subdivisions:

The Board approved a 50-lot subdivision off Shores Road and Fieldstone Drive submitted by Fieldstone Meadows, LLC, and began a review of a six-lot subdivision off Upper Main Street in Waterville and Pung Hill Road in Fairfield for Dr. John Koons, who later withdrew his application.

Site Plans:

The Board approved the following:

- ⇒ The City of Waterville: a 12,000 square foot police station constructed on Colby Street and a 3,120 square foot maintenance building and roadways constructed at the Quarry Road Recreation Area
- ⇒ Herb and Heidi Goudreau: an apartment building to be built behind 110 College Avenue
- ⇒ C. V. Diagnostics: 5,200 square feet of additions to the building at 40 Airport Road
- ⇒ Pine Tree Waste, Inc.: a three-year extension for site improvements at the Pine Tree Waste transfer station at 3 LaFleur Road and an extension for the construction of a storage area for empty refuse containers on land leased

CITY of Waterville MAINE

A bit of history

The first people we know about who lived here in Waterville, the Canibas tribe of Abenaki Indians, called the falls on the river and their settlement Teconnet, or Ticonic Village. When Europeans took over, the community became the plantation of Kingfield and then the town of Winslow, before finally gaining its independence and becoming Waterville.

CONTACT PLANNING:
1 Common Street
Waterville, ME 04901
Phone: 680-4230
Email:
agbeverage@waterville-me.gov
Website:
www.waterville-me.gov/departments/planning

from the City of Waterville on Transfer Station Road off Webb Road

⇒ Mt. Merici Academy: an 18,000 square foot parking lot and drop-off area off Upper Western Avenue

⇒ Calvary Temple: a 26,000 square-foot church at 60 West River Road

ZONING ORDINANCE AND MAP CHANGES

The Planning Board held public hearings and made the following recommendations to the City Council for changes to the Zoning Ordinance and Map. The City Council subsequently adopted all changes except the request withdrawn by a potential purchaser of the City-owned property at 140 Western Avenue.

Board Recommended Changes to the Zoning Ordinance:

* Adding to the list of permitted uses in multi-family housing "meal service for residents and their guests, only, and a beauty parlor for residents, only"
* Allowing chickens as special exceptions in residential zones

Board Recommended Changes to the Zoning Map:

- Rezone Assessor Parcel 30-l located off Fieldstone Drive from Rural Residential to Residential-D, at the request of Paul Lussier of Fieldstone Meadows, LLC
- Rezone Assessor Parcel 37-228, zoned Residential-B (R-B), and Assessor Parcel 37-244, zoned Contract Zoned District/Commercial-A (CZD/C-A), to a new Contract Zoned District. Leland and Fernande Bard requested rezoning for these parcels, located at 167 Carver Street and 121 Kennedy Memorial Drive.
- Rezone Assessor Parcel 47-62, located at 140 Western Avenue, from Residential-B (R-B) to Contract Zoned District/Commercial-A (CZD/C-A). After having received a favorable recommendation from the Planning Board, the applicant, John Heaton Jones, decided not to purchase the property. He had intended to use the building (formerly a foundry, then a fire sub-station, followed by a Parks and Recreation office and maintenance facility) as a residence, artists' studios, and an art gallery.

The Planning Department's website features a wealth of historic pictures and information such as this 1785 map of Waterville.

FUTURE ACTIVITIES

Among other activities, in Fiscal Year 2014, the City Planner will work with the Comprehensive Plan Steering Committee, the Planning Board, and the City Council to finalize, adopt, and begin the implementation of the 2014 Comprehensive Plan.

PLANNING BOARD MEMBERS (2012-2013):

Alicia Barnes
Justin DeMott
Jackie Dupont
David Geller, Chair
Dana Hernandez
Paul Mitchell (replaced by Nathaniel White)
Scott Workman

Police Department—WPD

Horses in City Hall?

According to the original plans for City Hall, there were horse stalls designed in the basement. It is believed these were for the horses used by the police officers in the Department's early days. The P.D. had been housed in the basement of City Hall until the recent completion of the much needed new station in June 2013.

Central to our mission are the values that guide our work and decisions, and help us contribute to the quality of life in our community. For everyone, values are the basis for our beliefs and actions. The recognition and statement of values by a police department is important…values are the foundation of everything we do and stand for. We hold our values constantly before us to teach and remind us, and the community we serve, of our ideals. They are the foundation upon which our rules and regulations, policies, and operating procedures are built.

DEPARTMENT PERSONNEL:

Joseph Massey, Chief
Charles Rumsey, Deputy Chief

Administration
Kathleen Kenney-Haley, Exec. Assist.

Records Division
Judith LaPlante, Records Clerk

Patrol Sergeants
Daniel Ames (Retired)
Brian Gardiner
Daniel Goss
Alan Main (Retired)
Lincoln Ryder
Joseph Shepherd (Retired)

Detective Division
Det. Sgt. Michael Benecke (Retired)
Det. Sgt. William Bonney
David Caron
Duane Cloutier
Christopher Paradis
Alan Perkins
Joshua Woods

Communications Division
Sgt. Jennifer Weaver
Sarah Bailey
Sarah Batteese
Tanaya Day
Carolyn Dodge
Addie Gilman
Ryan Karagiannes
Rick Michaud
Tiffany Wells

Patrol Division
Robert Bouley
Steve Brame
Daniel Brown
Todd Burbank
Scott Dumas
Galen Estes
Chase Fabian
Ryan Haley
Timothy Hinton
Matthew Libby
Jason Longley
Kyle McDonald
Kris McKenna
Andrew McMullen
Dennis Picard
Tristan Russell
Adam Sirois

After officially retiring, two patrol sergeants stayed with the police department as patrol officers, MDEA & ATF Personnel. One officer is contracted as a full-time MDEA Agent (with a 2nd officer assigned as a per diem Resident Agent) and one officer is contracted with ATF's Joint Law Enforcement Operations with wages and benefits reimbursed to the City.

Promotions

Sgt. Jennifer Weaver, Sgt. Lincoln Ryder, Sgt. Alden Weigelt, Sgt. Brian Gardiner, Detective Sgt. William Bonney, Det. Duane Cloutier, Det. Joshua Woods

Retirements

Sgt. Joseph Shepherd, Detective Sgt. Michael Benecke

Resignations

Christopher Paradis, Galen Estes, Todd Burbank

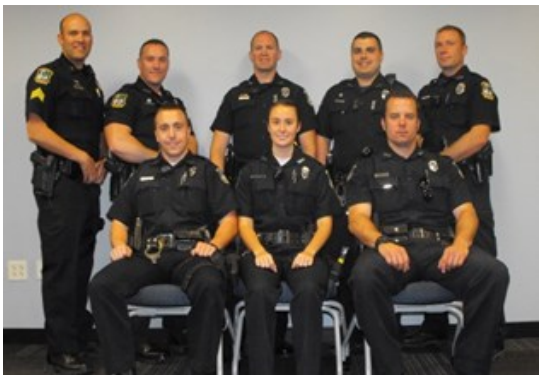
New Hires

Chase Fabian, Scott Dumas, Cameron Huggins, Daniel Brown, Ryan Haley

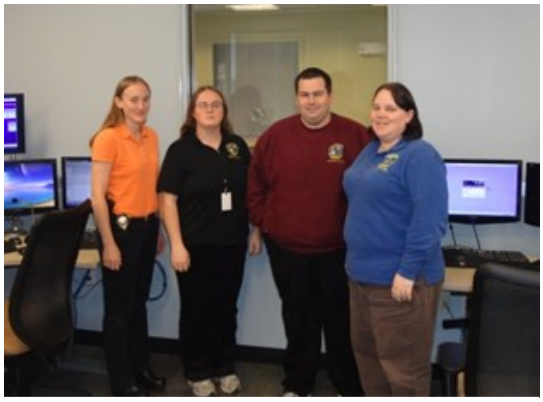
CONTACT WPD:
10 Colby Street
Waterville, ME 04901
Phone: 680-4700
Email: kkenney@waterville-me.gov
Website: www.waterville-me.gov/departments/police

Administration (left to right)
Deputy Chief Charles Rumsey, Judith LaPlante,
Kathleen Kenney-Haley, Chief Joseph Massey

Detective Division (left to right)
Front – Alan Perkins, Sgt. William Bonney
Back- Dave Caron, Duane Cloutier, Josh Woods



Patrol Division Includes (left to right)
Front- Cameron Huggins, Rachel Reed, Damon
Lefferts; Back- Sgt. Brian Gardiner, Kris McKenna,
Matthew Libby, Kyle McDonald, Tristan Russell



Communications Center Includes (left to right)
Sgt. Jennifer Weaver, Addie Gilman,
Ryan Karagiannes, Sarah Bailey

Training Hosted by the Waterville Police Department

Waterville Police Department hosts a variety of law enforcement officer, public safety dispatcher, and community training including:

- Pharmacy Robbery Guidelines. Two-hour workshop held on May 31, 2012, for medical and pharmacy personnel with the goal being that, through education, we can make strides toward taking a collaborative, proactive approach to reduce robberies and the potential injury to people when robberies occur.
- Bath Salts Training. Two-hour course held on December 12, 2012, designed to assist first responders, health care professionals and educators in recognizing bath salts, their effect, and signs or symptoms of their use.
- Low Speed E.V.O.C. (Emergency Vehicle Operational Course). One-day training held at the Waterville Airport Sept. 2012, May 2013 & Oct. 2013. Sgt. Brian Gardiner, Officer Matt Libby, along with two other local law enforcement officers, instructed both in the classroom and in the field. Participants include law enforcement agencies statewide.
- R.A.D. (Rape Aggression Defense). Twelve-hour training program of realistic self-defense tactics and techniques for women. Police Sergeant & R.A.D. (and R.A.D. Kids) Instructor Jennifer Weaver along with Patrol Officer & R.A.D. (Aggressor) Instructor Galen Estes held four training sessions in December 2012 & March 2013.

In addition to the training mentioned above members of the police department lecture and instruct on law enforcement topics, as time and budget allows, throughout New England.

Grants Awarded

2012	Seatbelt	$ 1,980
2012	BHS Holiday High Visibility Impaired Driving	$ 4,970
2012	Dept. of Public Safety STOP Violence Against Women	$ 808
2012	FY2011 Homeland Security- MEMA	$ 25,000
2012	FY2011 Homeland Security – MEMA	$ 54,295
2012	FY12 Byrne Memorial Justice Assistance Grant (JAG)	$ 9,705
2012	STOP – Domestic Violence	$ 808
2013	BHS "Drive Sober, Maine" Impaired Driving	$ 10,000
2013	FY13 U.S. DOJ Bulletproof Vest Partnership	$ 4,674

On-going Programs that continued in F/Y 2012/2013

Prescription Drug Diversion Program (PDDP). A very successful on-going monthly notification process to area doctors, pharmacies, emergency rooms, and others about persons suspected of abusing prescription drugs.

Drug Take Back Initiative. There is an Unwanted Medication Depository in the police department's lobby for area residents to use as a secure drop off site for unwanted prescription drugs.

Medication depository in the WPD lobby

Midnight Crisis Team. The Midnight Team is a group of mental health professionals working with the Waterville Police Department to assist those with mental health issues in times of crisis. At this time, we have coverage overnight on weekends.

Elder Service Officer. Detective David Caron is a designated officer who has received enhanced training regarding elder-related law enforcement topics. The Elder Service Officer makes scheduled visits to local facilities to discuss relevant topics with elderly residents. This is a proactive approach in our protection of the elderly.

School Resource Officer. A designated officer who works with the Waterville School System to help create a link between the children and the Police Department.

Task Force Affiliation. The police department continues to provide personnel to the Northern Kennebec County Underage Drinking Task Force as well as the Northern Kennebec Drug Task Force.

Are You O.K.? Program. Free for Waterville, Winslow and Oakland residents. It is an automated calling service that calls the resident daily at a pre-determined time.

Victim Empowerment Project. The police department provides victims of domestic violence with self-help books to help them leave their abusive situations.

Professional Development

- *Chief Massey and Deputy Chief Rumsey are currently adjunct professors at Thomas College.*
- *Chief Massey is the Maine Chiefs of Police Association (MCOPA) District 4 Representative.*
- *Chief Massey sits on the MCOPA Board of Directors.*
- *Deputy Chief Rumsey sits on the Advisory Board for Children's Advocacy Center.*
- *Sergeant Ryder sits on the Board of Directors for the Maine Criminal Justice Academy.*
- *Sergeant Bonney is a committee member for the Know Violence Task Force.*
- *Sergeant Weigelt is currently on the governor's Bias-based Profiling Committee.*

Accomplishments

New Police Station Construction. The new police station was completed and the department began moving in during the months of June and July, 2013. Personnel embraced the challenging and exciting aspect of a new, healthy, and state-of-the-art building.

Scrap Metal Legislation. Chief Massey introduced into legislation a law to strengthen Maine's current scrap metal law; scrap metal dealers would require sellers to provide additional documentation. This effort is a result of an alarming increase in the amount of metal thefts, including copper, in the state of Maine. The scrap metal law went into effect in September 2012.

MIP 5000 Advanced Communication System. This system was purchased through a grant and is currently installed and fully operational. This state-of-the-art technology allows the Communications Center to increase our efficiency in the delivery of public safety dispatch services to not only the Waterville Police Dept. but nine other entities.

Drug Forfeitures. Through the department's efforts, in F/Y 2012/2013, the police department secured over $5,800 in forfeiture money. This does not include the value for seized vehicles.

Thomas College Internship Program. The police department hosted a Thomas College Criminal Justice Major intern from January through May 2013. The program is designed to provide students with practical law enforcement experience by working within the department under the guidance of experienced officers.

Challenges

High Profile Cases requiring extensive personnel overtime - Traffic crashes requiring lengthy investigations. homicide resulting in murder suspect arrest; pharmacy robberies; metal thefts; burglaries; and drug arrests.

Mental Health and Substance Abuse Issue Challenges – Considerable resources are used when responding to calls involving people with these issues. Because Waterville provides resources for these types of issues through counseling, housing, a methadone clinic, probation offices, courts, etc., we have a large population of people requiring these services who often have encounters with the police.

Methadone Clinic & ASI – The methadone clinic in Waterville continues to generate many calls for service and incidents to which the officers need to respond. These include – fight calls, shoplifting and vagrancy.

Drug Issue – Prescription, designer, and synthetic drugs are proving to be a challenge to the police department. Over the last two years, the community has seen the introduction of "bath salts" (highly addictive and easily accessible hallucinogenic drug) and Suboxone (drug to treat opiate addiction) as two major drug challenges.

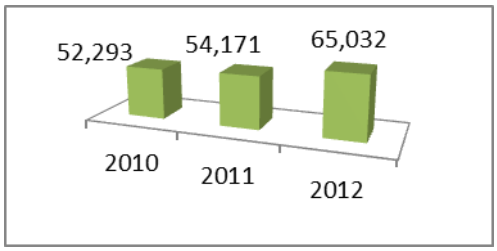
Burglaries – Over the last year, the detective division has been busy working to solve the high number of burglaries in both business and residential areas.

City Events – It continues to be a challenge to provide safety and security support at the many ever-growing City charitable and special occasion events.

Statistics

Waterville Regional Communications Center Calls for Service:

Includes all calls for the City of Waterville that generated a "call for service" (police, fire, rescue, Delta Ambulance)



Uniform Crime Reporting (U.C.R.) Statistics - Calendar Years:

PART 1 CRIMES	2010	2011	2012
RAPE	11	20	19
ROBBERY	12	12	9
BURGLARY	81	89	144
ASSAULT	282	293	285
LARCENY/THEFT	561	573	606
MOTOR VEHICLE THEFT	14	12	13
TOTAL # OF PART 1 CRIMES	961	999	1076
TOTAL # OF PART 1 CRIMES SOLVED	441	461	517

JUVENILE ARRESTS/SUMMONSES	2010	2011	2012
UNDER 10	1	0	0
10-12	9	3	2
13-14	24	22	33
15	21	11	22
16	25	29	33
17	31	39	55
TOTAL JUVENILE ARRESTS	111	106	145

OTHER STATISTICS	2010	2011	2012
TOTAL ADULT ARRESTS	1,270	1,290	1,365
OPERATING UNDER THE INFLUENCE	178	173	222
DRUG-RELATED ARRESTS	122	117	71
MOTOR VEH. ACCIDENTS (Reportable)	823	875	818

Public Works

ADMIN STAFF:

(Left to Right)
Robert Gilchrist, Engineer/ Project Manager
Mark Turner, Director
Karl Morse, Superintendent of Operations
John Lombardi, Assistant Engineer
April Ames, Executive Assistant (absent)

OVERVIEW

The Public Works Department is staffed by 26 employees who are responsible for multiple functions. The department maintains streets and sidewalks; fleet vehicles and equipment; traffic lights& signs; facilities and the Robert Lafleur Municipal Airport. In addition, the department has the enormous job of collecting approximately 5,000 tons of household waste per year as well as seasonal collection of leaves, yard waste and Christmas trees. Although the Waterville Sewerage District (WSD) maintains catch basins, the Public Works Department must keep covers free of leaves, debris and ice to prevent flooding. The department is often involved in many construction projects throughout the year. Major infrastructure repairs are coordinated with the Kennebec Water District, Waterville Sewerage District and other utilities, as well as the Maine Department of Transportation.

FACILITIES

The Public Works Department is headquartered at a 3-acre site located on Wentworth Court, a side street off Main Street, just north of the downtown area. The compound includes six buildings which provide storage for vehicles and other equipment with additional stockpile areas for materials and supplies. Buildings within the compound include the administrative office building, a 3-bay fleet maintenance building, a salt/sand storage building, a 6-bay equipment storage building with attached paint/sign maintenance and facility maintenance workshops, a 4-bay equipment storage building and a 3-bay operations and maintenance facility that is utilized by both Public Works and Parks & Recreation personnel.

FLEET VEHICLES AND EQUIPMENT

The Public Works Department owns and maintains approximately 60 primary operation vehicles and over 100 pieces of specialized equipment apparatus. These include twelve heavy-duty dump trucks which are used for hauling as well as for plowing and sanding; two medium-duty dump trucks that are used for plowing and sanding of dead-end streets and parking lots; two waste collection (refuse packer) trucks; a roll-off container truck; two heavy-duty loaders (one that is also used to plow snow); one medium-duty loader; two street sweepers; one lift truck for maintaining traffic signals and overhead signs; three pickup trucks; a general duty farm tractor used for roadside mowing and clearing snow from fire hydrants; three sidewalk tractors; one skid steer loader and four large snow blowers (one is used at the Airport, one is used in the snow dump and two are used to load trucks). The

PW Stats:

Annual Budget
$3.95 Million

Total Employees
26

Total Roads
305

Total Road Miles
90

Total Sidewalk Miles
45

Annual Volume - Household Waste
5,000 Tons

CONTACT PUBLIC WORKS:
6 Wentworth Court
Waterville, ME 04901
Phone: 680-4744
Email:
pw@waterville-me.gov
Website:
www.waterville-me.gov/departments/pw

Fleet Maintenance Division also maintains vehicles and equipment for the Police and Fire Departments, Parks & Recreation and the Airport.

FLEET MAINTENANCE STAFF:
Left to right: Mark Clement, Floyd Giles, Fred Dechaine, Cary Collamore

SNOW REMOVAL

The department utilizes 13 separate plow routes to clear snow from 305 roads. This represents approximately 180 lane miles or plow corridors. Crew members also clear snow from approximately 25 of the City's 45 miles of sidewalks; all municipal and school parking lots including the Educare facility; Concourse Shopping Center; Quarry Road Recreation Area and the Robert LaFleur Municipal Airport.

EQUIPMENT OPERATORS: *Left to Right - Front Row: Dan Wilson, Robert Walker, Joey Meunier; Second Row - Scott Greene, Rob Mercier and David Vigue; Back Row - Mike Folsom, Ricky Quirion, Chris Demerchant, Tim Greene & Dan Main*

The first priority after plowing and sanding is to remove snow from the downtown area and Concourse and then remove snow banks from heavily traveled areas to improve visibility and safety. We remove snow from school facilities, as needed, but most generally during vacation weeks or Teacher Workshop days.

During the period November 2012 through April 2013, the department responded to 33 winter storm events. We have averaged 24 storms over the past five years. Usually, around 40% of these storms are freezing rain and ice. Accumulating snowstorms make up the remaining 60% of our response requirements in a typical year. Each type of precipitation requires a different approach and application method using our primary materials — sand, salt and liquid calcium.

PUBLIC WAYS

The department is responsible for maintaining all public ways including 305 roads, 45 miles of sidewalks, the Concourse, four municipal parking lots and the Head of Falls complex off Front Street. In 2012, staff specialists conducted a complete road surface survey of the City and used the results to develop a 5-Year Pavement Maintenance Plan. The plan is updated every year. Funding for major road reconstruction is through capital bonding. Maintenance projects, typically shim & overlay pavement improvements, are funded through an annual appropriation from the General Fund (City Budget).

LABOR CREW: *Left to Right - Kirk LaChance, Jacob Chambers, Andy Dow, Larry Colson and Bobby Bellows*

FAST FACT: *The Public Works crew applies approximately **750 gallons** of white paint and **800 gallons** of yellow paint to the city's streets each year.*

During the past five (5) years, the City completed the following pavement upgrade projects:

2008

Brigham Street	Getchell Street
Center Place	Merryfield Avenue
Center Street	Pleasant Place
Colby Hill off North Street**	Purington Street
Fairmont Street	Pine Street

2009

Abbott Street	Silver Street Extension
Belmont Avenue	Spruce Street
Chase Avenue	Webber Street
Elm Court	Western Court
Lincoln Street**	North Street Tennis Courts
Sawtelle Street	Pine Ridge Golf Course Parking Lot

2010

Carrean Street	Moor Street
Glen Avenue	North Riverside Drive
Grouse Lane	Paris Street
Halde Street	Head of Falls Plaza
Lloyd Road	Front Street RR Crossing
Merrill Street	

2011

Armstrong Road**	High Street
Campus Drive**	Myrtle Street
Columbia Road	

2012

Brook Street	May Street
Chaplin Street**	Temple Street**
Colby Circle**	Vigue Street
Donald Street	Water Street**
Grove Street**	RR Crossing – Chaplin Street**
Linden Street	RR Crossing – Main Street**

**Denotes Jointly Funded City/State Projects

Work at the Main Street Railroad Crossing October, 2012

A 2013 Western Star Wheeler Dump/Plow Truck was delivered to Public Works in Feb., 2013. This vehicle replaced a 1999 Volvo.

OTHER MAJOR MAINTENANCE EXPENSE ITEMS

The Department budgets for the annual cleaning and maintenance of the City's 1,900 catch basins and related storm water discharge fees. The City pays the Waterville Sewerage District approximately $540,000 per year for storm water management which includes maintenance of the catch basins and in -flow water treatment at the Kennebec Sanitary Treatment District. The Department also maintains approximately 5,000 street and regulatory signs, neighborhood street lights and traffic control lighting at 24 intersections. The budget for street/traffic lights is $300,000.

SOLID WASTE

The Public Works Department provides curbside collection of solid waste (approximately 18-20 tons per day) to about 4,100 residential households, municipal & school facilities, parks & playgrounds and the Public Library. Curbside collection is provided on a weekly basis to dwellings and apartment buildings with four (4) or fewer units. Waste is hauled to the Town of Oakland's Transfer Station and subsequently transported to the Penobscot Energy Recovery Corporation (PERC) waste-to-energy plant in Orrington. The budget for solid waste collection and disposal is approximately $750,000/annually.

RECYCLING

A recycling center privately-owned and operated by Skills, Inc., closed on June 30, 2013. A new center subsequently opened July 1 at Shredding on Site on Armory Road. This free drop-off facility is open to the public Monday through Saturday. According to the latest information from the Maine State Planning Office, in 2011 Waterville had a recycling rate of approximately 25%; down from a high of 35.5% in 2002.

AIRPORT

The Public Works Department has overall responsibility for the maintenance of the airport. Day-to-day functions are administered by the Airport Manager and support staff. The City is responsible for maintenance of the terminal building; for plowing the airport access road, parking lot and runways; vegetation control and mowing and for undertaking various airfield, runway and lighting improvements.

In closing, I wish to acknowledge and thank the residents and taxpayers of Waterville, the Mayor and City Council and our colleagues in other City departments for their continued support. I especially want to thank all the employees of the Department of Public Works for their hard work and dedication throughout the year. It is our collective efforts that help to make Waterville a better place to live and work.

Respectfully submitted,

Mark L. Turner

Director of Public Works

Robert LaFleur Municipal Airport

STAFF:
(from left to right)
Front- Randy Marshall, Airport Manager
Dennis Troxell, FBO staff
Mike Brown, FBO staff
Zlatko Necevski, FBO Staff
Edwin Lively, Airport Maintenance Tech
Tony Brown, FBO Staff

The Waterville Robert LaFleur Airport serves as Central Maine's gateway to its lakes, mountains and businesses. The Airport is composed of two runways; Runway 5-23 serves as the Airport's primary runway. This runway is 5,500 feet long by 100 feet wide, is lit with high intensity runway edge lights and has a full instrument landing system that allows aircraft to arrive and depart 24 hours a day, as well as during inclement weather. The secondary runway, Runway 14-32, is also known as the Crosswind runway. It allows smaller aircraft that would otherwise be unable to land or take off when wind is blowing, to take flight from the side of the primary runway. It is 2,300 feet long and 60 feet wide.

The City is responsible for maintaining all the Airport's grounds, including the runways. In addition to airport maintenance, the City also is responsible for running the Airport's FBO, or Fixed Based Operator. An FBO handles the business side of an airport such as aircraft handling, storage, and fueling.

All Airport FBO staff members are certified by the National Air Transportation Association in its Professional Line Service training. With this training, pilots choosing our facility can be confident that safe and professional service will be delivered during their visit.

During the fiscal year of 2012-2013 many changes took place at the Airport. Some of these changes came as a result of the completion of an Airport Master Plan during the previous fiscal year. Two major recommendations from the Master Plan included appointing a full time Airport Manager and reconstructing the Airport's Crosswind Runway. The City hired Randy Marshall as the Airport's first full-time Airport Manager. In past years the position was only part-time, or assigned to a City employee within another City department for general oversight.

Reconstructed crosswind runway

Paradis Construction was hired to reconstruct the cross wind runway under the direction of the Airport's consultant ASG (Airport Solutions Group). Construction was completed during the fall, and the runway was officially opened later that winter after several years of being closed due to its poor condition. The City

Worldwide Recognition

*During the week of December 10, 2012, the Airport was named "**FBO of the Week**" by AVWeb. AVWeb reader John Brier nominated the Airport for this award, noting its fresh infusion of inspiration, "The airport was on the verge of being closed. The City of Waterville took over the operation and with a dedicated crew turned it into a very pilot-friendly place. Fuel prices are some of the lowest in the {area}."*

CONTACT THE AIRPORT:
2 LaFleur Road
Waterville, ME 04901
Phone: 861-8013
Email:
wvlairport@waterville-me.gov
Website:
www.waterville-me.gov/departments/airport

also reappointed an Airport Advisory committee, composed of local volunteers and City personnel, and hired a new Airport Consultant, Stantec.

Airport staff undertook giving the FBO's terminal building a major facelift to provide a more inviting Maine appearance and feeling in order to attract business into the Airport and our community. The Airport also rebranded its image to coincide with the City's overall "converge and create" theme. With that, a new logo was designed and produced on signs that welcome patrons to the City. Avfuel was also selected as the Airport's branded fuel provider, switching from Phillips 66. Within that same renewed effort to attract business, the City Council approved the purchase of several pieces of vital operations equipment. These included a refurbished aircraft deicing unit, a refurbished 3,000 gallon Jet-A refueling truck, a refurbished towbarless aircraft tug, a refurbished aircraft ground power unit, and an aircraft lavatory service cart. With the delivery of these units, Waterville will be able to attract and service larger aircraft such as jets, particularly in the winter months. In past years, without these services, aircraft requiring these services would land at alternative locations outside of our community, resulting in a loss of commerce for the Airport and the surrounding area.

Sixty-three acres of land adjacent to the airport was purchased by the Waterville Development Corporation (WDC) and the City of Waterville. The land, designated as a Free Trade Zone, was to be added to the existing properties for sale within the Airport Business Park. Darryl Sterling, of the Central Maine Growth Council, successfully undertook the transfer of the trade designation to the City of Waterville.

In June the City co-hosted Business After Hours with the Mid-Maine Chamber of Commerce and the Central Maine Growth Council at the Airport to promote the airport and its business park.

Did you know that Airlink Flight School offers **private Air Charter service**? Airlink, based out of the Waterville Airport, can provide personalized, friendly flight to a number of locations. Discover the pleasure of air travel in their private aircraft! Give *Klaus* a call for a quote or visit: www.airlinkconnection.com

Learn how to fly by taking one of AirLink's many reasonably priced flight training sessions, or try out their Flight Simulator! Visit their website for more details.

Sustain Mid Maine Coalition

STAFF:
Linda Woods, Sustainability Coordinator

In January 2009, a group of Central Maine citizens met in Waterville to discuss what we could do to help improve the quality of life for the people of our communities. Hence, Sustain Mid Maine Coalition was formed. By grouping our concerns, we formed teams working in five areas: Education; Energy; Local Foods; Rethink, Reduce, Reuse, Recycle; and Transportation. Team leaders were chosen, and individuals decided to join certain teams based on their interests. Due to our concern about climate change, SMMC added a Climate Change Policy Team in 2012. This team studies bills presented to the legislature for their impact on the environment.

Sustain Mid Maine Coalition is a 501 (c) (3), non-profit organization. Our mission is to promote energy conservation and alternative energy use for residents, businesses and municipal operations, thereby reducing energy costs for taxpayers while also cutting harmful greenhouse gas emissions. The objectives of the Coalition are to reduce energy use and greenhouse gas emissions in municipal facilities as well as area homes and businesses; recommend appropriate alternative energy technologies to elected officials and staff for implementation; make education and resources available to the public to assist the community in reducing energy use and greenhouse gas emissions; grow and support local foods; promote solid waste/recycling/composting practices; increase public transportation as well as awareness of its availability; provide activities to educate the public about the importance of sustainability; and explore and engage opportunities for regional solutions and cooperation.

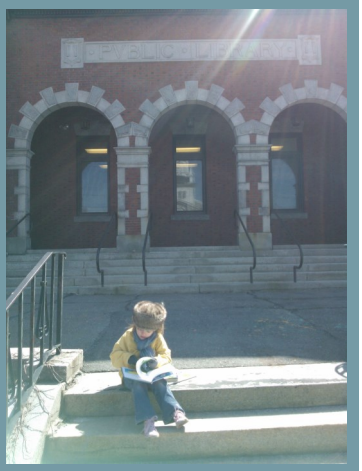
Sustain Mid Maine Coalition is active in Waterville, Winslow, Fairfield, Oakland, and Vassalboro and is thankful for volunteers from these communities. In 2012, our members volunteered approximately 1,900 hours. The Energy Team is the Coalition's top priority because it is essential that we reduce our reliance on fossil fuels. They prepared a summary of the fossil fuel consumption of several areas within the City. People who attended The Taste of Waterville might have met some of the volunteers assisting the Rethink, Reduce, Reuse, Recycle Team in their efforts to compost. As result of these volunteers' efforts, approximately 700 pounds of pre- and post-consumer waste was kept from the waste stream by being composted at the Bragg Farm in Sidney. The Transportation Team has enhanced public transportation through the *Kennebec Explorer* buses which run daily around Waterville and between Fairfield and Augusta. Currently they are working to improve bicycle and pedestrian access in the area. The Education Team has hosted numerous educational programs about green initiatives. Recently Sustain Mid Maine Coalition partnered with Running Start Institute to plan events about climate adaptation. The first one was held in November at Kennebec Valley Community College. All of these events are open to the public. Because of the efforts of the Local Foods Team, there are community garden options at North Street and Moor Street in Waterville, on Dallaire Street in Winslow, and in Oakland. Youth gardens were also started at the Hall School in Waterville and at the Alfond Youth Center.

Our teams:

Our volunteers are divided into six teams:

- *Education*
- *Energy*
- *Grow and Support Local Foods*
- *Rethink, Reduce, Reuse, Recycle*
- *Transportation*
- *Climate Change Public Policy Team*

CONTACT SMMC:
1 Common Street
Waterville, ME 04901
Phone: 680-4208
Email:
coordinator@sustainmidmaine.org
Website:
www.waterville-me.gov/departments/mmsc



A young reader at the Library

"You may have tangible wealth untold.
Caskets of jewels and coffers of gold.
Richer than I you can never be –
I had a mother who read to me."
— Strickland Gillilan

CONTACT WPL:
73 Elm Street
Waterville, ME 04901
Phone: 872-5433
Website:
www.watervillelibrary.org

Waterville Public Library

STAFF: *(from left to right)*
Back row: Cathy Perkins, Sarah Sugden, Lee Folsom, Theresa Chioffi, Olivia Tuttle, Sarah Taylor, Gary Socquet, Robert Madore, Meta Vigue; Front row: Ray Pelkey, Darlene Tompkins, Tammy Rabideau, Kathleen Kenny, Alexandra Raymond, Michelle Couture, Jennifer De Salme, Larry Dodge; Absent: Bettina Cote, Jessica Morton, Laton Edwards, Rosanna Joseph, Spencer Perkins, Tia Brickett

Waterville's public library was founded in 1896. The library building, a gift from philanthropist Andrew Carnegie, opened to the public in 1905. The Carnegie library continues to serve the Waterville community today. The Library offers services and programs that contribute to a thriving community, fostering essential initiatives such as digital literacy, early childhood literacy, career counseling, job search assistance, and unfettered access to information.

A significant building renovation and expansion in 2011 has enabled the Library to greatly enhance services and programs. The physical improvements included an elevator, air-conditioning, as well as numerous safety upgrades. The Library received the Maine Downtown Center's "Community Spirit Award" in recognition of the success of the building improvements. Additional funding allocated by the City in FY2012 permitted the Library to expand hours, and the Library now offers year-round Saturday hours and Sunday afternoons during the school year.

The total number of active registered Library users has increased almost 200% since 2003, and total Library cardholders under the age of 12 has increased 343% over the same period. Residents from more than 60 outside communities hold non-resident WtvlPL cards. In 2012, the Library circulated 164,971 items, almost 10 ½ items per capita – an increase of 33% since 2003. The Library's public computers had more than 27,000 users in 2012 (an increase of 28% from 2011). The Library welcomed more than 114,000 visitors in 2012 and offered more than 900 programs during this same time period. Almost half of the programs were under the auspices of the WtvlPL Business & Career Center.

In collaboration with many area service providers and organizations, including the Mid-Maine Chamber of Commerce, KVCAP, and Mid-Maine Regional Adult Education, the Waterville Public Library Business & Career Center (BCC) offers a collection of print, electronic, and programming resources to support a large spectrum of career and business development needs. The Library currently offers 14 publicly accessible computers to support job seeking, career development efforts, entrepreneurial research and more. These computers are available all the hours the Library is open. In addition, the Library offers a laptop lab for individualized support and classroom instruction. The heart of the Waterville Public Library BCC is located on the 1st floor

of the Library but the entirety of the Waterville Public Library serves as a business & career center in a variety of capacities. BCC programs include regular community job fairs, resume workshops, computer labs, college planning, and creative networking opportunities.

Carnegie Gallery

The WtvlPL offers a broad array of children's programs that promote curiosity and creativity, including the popular Lego Robotics and Weird Science programs. The Children's Room offers expanded year-round learning and enrichment activities for children all ages. Using rich and varied literary traditions and storytelling methods, like puppetry and story times for children of all ages (including babies), the Children's Room seeks to build and strengthen important pre-literacy and literacy skills in children of all ages (including babies). To nurture STEM skills, the Children's Room offers programs like Lego Club, robotics, and Weird Science (which is presented by the students of the Waterville High School Science Olympiad Team). Children's interests in arts and culture are encouraged through programming that includes collaborative programs with area arts organizations. Recognizing that many children and families are unable to access library resources because of transportation barriers, Library staff employs a full range of outreach initiatives to reach children and families, including our award winning summer BookBike, story times at child care centers, and engagement activities at schools. In addition, the WtvlPL serves as a vibrant environment for area homeschoolers to access educational resources in a community setting.

As an officially designated Family Place Library, the Children's Room is committed to helping parents and caregivers. The Library maintains a current and diverse collection of materials on parenting and child development topics. The Children's Room offers age and developmentally appropriate activities and toys to nurture and encourage healthy child development. Recognizing that the majority of brain development in children happens by the age of 3 years, the Children's Room offers special programs for babies, toddlers, and their grownups. The Children's Room has recently received funding from a private foundation to offer child care providers a new outreach program supporting the early literacy skills of the children in their care.

Numerous research studies have shown that access to reading materials improves children's reading performance as well as attitudes toward learning and reading among children. The Waterville Public Library Children's Room is a critical source of free reading materials for children in our community. In the past five years, use of children's materials in Waterville's Children's Room has increased 82%. The Library has seen greatly increased demand for all types of reading materials for children and youth.

Teens continue to be well served at the Waterville Public Library. The Bartlett Room for Teens offers a large collection of reading and AV materials, as well as a variety of programs and resources for teens and tweens. Circulation of teen materials has increased more than 467% since 2003.

The Library actively supports creativity in the community, from the public art space on the 4th floor, the Carnegie Gallery, which features exhibits of local artists and artisans, to hosting the very popular Maine Open Juried Art Show. In 2012, the Library completed a public art project, a stunning mosaic, "***Oh Courant***," which is seen by more than 300,000 north-bound passersby annually. The Library collaborates with the Colby College Museum of Art to offer a myriad of arts programming. The Library's BCC is a sponsor of PechaKucha Waterville, a regular community event that celebrates and promotes creativity in our community, as well as builds & strengthens a diverse economy.

"Oh Courant" Mosaic

In addition to a robust print and AV collection (the largest of public libraries in Central Maine), the Library offers cardholders access to downloadable e-books and audio-books. WtvlPL cardholders also have access to an online database for foreign language instruction.

In 2012, the Waterville Public Library was recognized by the Mid-Maine Chamber of Commerce as their "Community Service Project of the Year."

The Waterville Public Library is overseen by a twelve-member Board of Trustees, who are appointed by the Mayor of Waterville and approved by the City Council.

Waterville Public Schools

Our Schools

George J. Mitchell School

Albert S. Hall School

Waterville Junior High School

Waterville Senior High School

Mid-Maine Technical Center

Mid-Maine Regional Adult Community Education

BOARD: *(from left to right)*

Front: Maryanne Bernier (Ward 4), Chair Lionel Cabana (Ward 2), Pamela Trinward (Ward 7)

Back: Elizabeth Bickford (Ward 6), Victoria Duguay (Ward 5), Sara Sylvester (Ward 1), Joan Phillips-Sandy (Ward 3)

On behalf of the Waterville Board of Education, we are pleased to present this summary of the Waterville Public School's status for fiscal year 2012-2013. It has been, and continues to be, an honor to serve you, the residents of Waterville and your children as superintendent of schools. First and foremost, I would like to thank the School Board for outstanding dedication to educating the children of our community. What is often not understood about the duties of a Board member are the countless hours invested beyond Board meetings. Effective Board members are those that "do their homework," gather the thoughts of our citizenry, and bring those ideas and passions to each and every Board meeting. We all owe a debt of gratitude for their work.

Although not entirely done, we have completed three phases of renovations to Waterville Senior High School with two phases remaining. Current economics and time will dictate when we will be able to finish these two phases. However, we are very proud of the renovations that have been done to all of our facilities. Every school building including the Mid-Maine Technical Center has been fully renovated over the last ten years.

As you can see from the summary report on the next page from our 2012-2013 audit, Waterville Public Schools continue to remain fiscally solvent. We are only able to do this because of the support received from you, the residents of Waterville. Thank you for investing in our children's education and future. They are the most precious commodity any of us will ever have.

Respectfully Submitted,

Eric Haley

Superintendent of Schools

CONTACT WATERVILLE PUBLIC SCHOOLS, CENTRAL OFFICE:
25 Messalonskee Avenue
Waterville, ME 04901
Phone: 872-4281
Website:
www.wtvl.k12.me.us

Waterville Public Schools

Statement of Revenues, Expenditures and Changes in Fund Balance Budget (Non-GAAP Budgetary Basis) and Actual - General Fund

Year Ended June 30, 2013

	Budgeted Amounts				Variances
	Original	Transfers	Amended Budget	Actual	Favorable (Unfavorable)
Revenues					
Local - foundation allocation	$ 6,792,402		$,792,402	$ 6,792,402	
State - foundation allocation	10,996,761		10,996,76	10,907,655	$ (89,106)
School revenues	1,461,097		1,461,097	1,590,313	129,216
Shared program revenues	239,000		239,000	31,167	(207,833)
Adult education	126,000		126,000	130,569	4,569
Other				19,434	19,434
Total Revenues	19,615,260		19,615,26	19,471,540	(143,720)
Expenditures					
Regular instruction	6,727,754		6,727,754	6,691,766	35,988
Special education	3,017,981		3,017,981	3,143,770	(125,789)
CTE instruction	1,707,796		1,707,796	1,689,071	18,725
Other instruction	608,733		608,733	697,835	(89,102)
Student and staff support	1,960,531		1,960,531	2,158,751	(198,220)
System administration	408,431		408,431	403,828	4,603
School administration	1,138,173		1,138,173	1,150,665	(12,492)
Transportation and buses	701,335		701,335	634,163	67,172
Facilities maintenance	2,038,114		2,038,114	1,736,367	301,747
Debt service/other commitments	1,087,520		1,087,520	718,673	368,847
All other expenditures	340,157		340,157	310,988	29,169
Total Expenditures	19,736,525		19,736,52	19,335,877	400,648
Excess (Deficiency) of Revenues Over Expenditures	(121,265)		(121,265)	135,663	256,928
Beginning Fund Balance Utilized	121,265		121,265	565,825	444,560
Fund Balance, End of Year	$ -	$ -	$ -	$ 701,488	$ 701,488

SUSAN M. COLLINS
MAINE

413 DIRKSEN SENATE OFFICE BUILDING
WASHINGTON, DC 20510-1904
(202) 224-2523
(202) 224-2693 (FAX)

United States Senate

WASHINGTON, DC 20510-1904

COMMITTEES:
SPECIAL COMMITTEE ON AGING,
RANKING MEMBER
APPROPRIATIONS
SELECT COMMITTEE ON INTELLEGENCE

Dear Friends:

It is a privilege to represent Maine in the United States Senate. I am grateful for the trust the people of our State have placed in me and welcome this opportunity to share some of my work from the past year.

I know that Mainers are deeply concerned about the partisan divisiveness in Washington that has prevented us from addressing some of our nation's most serious challenges. This failure to govern reached a peak on Oct. 1,2013, with the federal government shutdown that denied the American people vital services, pushed our country to the brink of defaulting on its financial obligations, and damaged our economy.

As the shutdown ended its first week with no end in sight, I drafted a proposal I believed both sides could live with and presented it to my Senate colleagues. Within days, I was leading a bipartisan coalition of 14 Senators that worked night and day to craft apian to reopen government, avert default, and restart negotiations on a long-term plan to deal with our nation's unsustainable debt of more than $ 17 trillion. Known as the "Common Sense Caucus," we will continue to work to develop solutions and bridge the partisan divide.

Moving America's economy forward by encouraging the creation of more jobs remains my top priority. I have developed a Seven Point Plan for Jobs in Maine, which includes legislation to spur small business investment; ensure robust workforce education and training; reduce regulatory red tape that stifles job creation; support Maine's agriculture communities and manufacturing; and invest in the infrastructure needed to expand our economy.

Maine's economic future took a significant step forward in the summer of 2013 with the deployment of the first deepwater, offshore wind power project. I am a strong advocate for this emerging industry that has the potential to create thousands of good jobs here in Maine and make our state the global leader in this new technology.

At the beginning of 2013, I also became a leader of the Senate Select Committee on Aging, a position I sought because Maine has the highest median age in the nation. As the Senate Co- Chair of the Congressional Task Force on Alzheimer's Disease, I am all too aware of the tremendous personal and economic toll this devastating disease takes on more than five million Americans and their families. A bipartisan resolution I introduced declares that the goal of preventing and effectively treating Alzheimer's by 2025 is an urgent national priority. The Committee also has focused on the scams and frauds targeting our seniors and established a toll- free hotline (1-855-303-9470) to make it easier for senior citizens to report suspected fraud and receive assistance.

Late in 2013, I was proud to help lead the Senate passage of the Employment Non-Discrimination Act, which would ensure that no American faces discrimination in the workplace.

Earlier this year, across-the-board federal spending cuts known as sequestration took effect, and I have worked hard to prevent the damaging consequences on essential priorities that range from our national security to medical research. These indiscriminate cuts stand in stark contrast to the thoughtful and thoroughly debated spending priorities set at town meeting throughout Maine. Common sense is one of the Maine values I endeavor to bring to Washington. To this end, I authored bipartisan legislation to allow federal agencies to set priorities in administering the required cuts, with appropriate oversight, and wrote a new law to ensure that sequestration would not disrupt air travel, which plays such an important role in fueling Maine's tourism economy.

Another Maine value is our unsurpassed work ethic. As 2013 ended, I continued my perfect record of never missing a roll-call vote, a tally that now stands at more than 5,300 consecutive votes, making me the longest-serving Senator to have never missed a vote.

If I can ever be of assistance to you, please contact my Bangor Constituent Service Center at (207) 945-0417 or visit my website at www.collins.senate.gov. May 2014 be a good year for you, your community, and our great State of Maine.

Sincerely,

Susan M Collins

Susan M. Collins United States Senator

Printed on Recycled Paper

ANGUS S. KING, JR.
MAINE

359 DIRKSEN SENATE OFFICE BUILDING
(202) 224-5344
Website: http://www.King.Senate.gov

United States Senate

WASHINGTON, DC 20510

COMMITTEES:
ARMED SERVICES
BUDGET
INTELLIGENCE
RULES AND ADMINISTRATION

October 22, 2013

City of Waterville, Maine
One Common Street
Waterville, ME 04901

Dear Friends.

I was sworn into office as your U. S. Senator in January of 2013 and immediately begin exploring how I might use technology and staff to provide you with easier and expanded access to federal services. In addition, I wanted to save you time and the cost of traveling long distances to get to our offices. It seemed right and fair I should also reduce my costs to save some taxpayer dollars since towns, citizens and businesses are being forced to do the same.

Providing greater access to me and federal government services through my staff is a priority I am committed to. In June of 2013 I initiated **Your Government Your Neighborhood** a plan which reduces costs, complements the locations offered by other delegation members and expands services. Every other week I send my staff to towns throughout the state and each month all 16 Maine counties are served by them. On a regular basis my staff hold constituent hours locally providing citizens with assistance. As of this month 70 communities have had service.

I am honored to be serving on four committees: Armed Services, Intelligence, Budget and Rules. These appointments provide the opportunity to take important and substantial action on behalf of Maine. My position on the Armed Services Committee allows me to honor our obligations to servicemen, women and veterans, as well as ensure the strength, efficiency, and sustainability of our military. Our intelligence Committee plays a pivotal role in identifying and understanding security threats around the world. My goal is to do everything I can to protect both American lives and the freedoms we enjoy. As a new member of the Budget Committee, I am working to ensure that necessary spending is tempered with fiscal responsibility. One of the most serious issues we must address is the inability of Congress to get things done. My position on the Rules Committee allows me to push for procedural reforms to help move us forward.

Your individual perspectives are critical in helping me represent the diverse interests of Maine. Do not hesitate to share any thoughts, questions, or concerns that you may have. You can visit my website at http://www.king.senate.gov and provide your input there, or call my Washington office at (202) 224-5344 or our toll free in state line at 1-800-432-1599. Our local numbers are Augusta (207) 622-8292, Presque Isle (207) 764-5124 and Scarborough, (207) 883-1588.

I appreciate the opportunity to serve you and update you on my activities. I am determined to be a strong voice for the people of Maine.

Sincerely,

ANGUS S. KING, JR.
UNITED STATES SENATOR

AUGUSTA
4 Gabriel Drive, Suite F1
Augusta, ME 04330
(207) 622-8292

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

SCARBOROUGH
383 US Route 1, Suite 1C
Scarborough, ME 04074
(207) 883-1588

In Maine call toll-free 1-800-432-1599
Printed on Recycled Paper

Congresswoman
Chellie Pingree

1st District
Maine

Waterville Office
108 Main Street
(207) 873-5713

Congress of the United States
House of Representatives

Dear Friend,

I hope this letter finds you and your family well. It continues to be an honor to represent you, and I wanted to take a moment to share with you some of the work I've done in Washington and Maine over the last year and look ahead to the rest of this year.

Given the partisan environment and lack of compromise in Washington, I have been looking for ways to help Maine people and the Maine economy that rise above those partisan differences.

One issue I worked hard on last year was local food and local farming. Farming—particularly smaller, sustainable farms—is a growing part of Maine's economy. For too long national farm policy has primarily benefitted giant agribusinesses in other parts of the country. So I introduced the Local Farms, Food and Jobs Act to bring local farmers the resources they need to keep growing.

Every five years, Congress is supposed to pass a farm bill, which sets the nation's farm policy. As we debated a farm bill last year, we were able to get most of the provisions in the Local Farms, Food and Jobs Act included in the legislation. Congress has yet to pass that farm bill, however, but we are working to make sure those important provisions that will help local farms in Maine remain included when they do.

Sometimes the most practical solutions don't even involve legislation or Washington. For example, as the lobster industry struggled with low prices and an oversupply of lobster last summer, I wrote to the heads of all the cruise ship companies that visit Maine. I was surprised to learn that none of them were buying local, fresh lobster for their passengers and I asked the CEO's of each company to consider doing so. I'm happy to say that a number of them agreed to buy lobster locally when their cruise ships made stops in Portland, and ordered thousands of pounds of Maine lobster for their passengers.

This year I also began a new assignment on the House Appropriations Committee. This is a big responsibility, since it is the committee where virtually all the spending decisions are made. These decisions can have a real impact on Maine, from how much funding is available to shipbuilding to things like funding for first responders and schools.

Everyone agrees we need to reduce the deficit, but how we go about that is a matter of great debate. I believe we need to cut unnecessary spending but at the same time keep investing in the things that will grow our economy and provide a bright future for our children. And I'm sure we will debate those issues on the Appropriations Committee.

I want to also take this opportunity to remind you that I am always ready and willing to help you out if are having an issue with a federal agency. My office can make inquiries to a federal agency on your behalf, connect you with resources, and more. Feel free to visit my Waterville office at 108 Main Street, call (207) 873-5713, or send a message online through www.pingree.house.gov. Don't hesitate to reach out.

Hope to see you in Maine soon,

Chellie Pingree, Member of Congress

Senator Colleen M. Lachowicz
3 State House Station
Augusta, ME 04333-0003
207) 287-1515

126th Legislature
Senate of Maine
Senate District 25

October 30, 2013

Dear Residents of Waterville,

I am deeply honored to serve as your State Senator in the 126th Legislature.

The main areas of priority this session include developing our workforce by addressing the skills gap, making health care more affordable, lowering energy costs, and supporting public education to prepare our children for the future.

I serve as Senate Chair of the State and Local Government Committee, which reviews proposals pertaining to the Legislature and municipal and local governments. I am also very grateful to have been selected to serve on the Health and Human Services Committee. As a Social Worker, the work of this committee is where my passion, interest, and experience come together.

It is my job to ensure that your voice is heard in the State Senate, and I am here to serve as your liaison to the government agencies. Please feel free to reach out to me if there is something you need. I look forward to hearing your questions, concerns, and ideas. I can be reached in Augusta at 287-1515 or via e-mail at SenColleen.Lachowicz@legislature.maine.gov.

I look forward to working with you!

Sincerely,

Colleen

Colleen Lachowicz
Senator — District 25

*Fax: (207) 287-1585 * TTY (207) 287-1583 * Message Service 1-800-423-6900 * Web Site: legislature.maine.gov/senate*

HOUSE OF REPRESENTATIVES
2 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0002
(207) 287-1400
TTY: (207) 287-4469

Henry E. M. Beck
P. O. Box 1723
Waterville, ME 04903
Residence: (207) 837-4343
E-Mail: henry.beck@gmail.com
State House E-Mail:
RepHenry.Beck@legislature.maine.gov

October 18, 2013

Dear Friends and Neighbors;

During the First Regular Session of the 126th Legislature, I had the privilege of working with lawmakers across the state to improve Maine's economy and strengthen its services. Serving the people of Waterville has been an honor and I am grateful to have the opportunity to be your representative.

Our priorities were to grow Maine's economy and strengthen the middle class. We were able to work across the aisle and find common ground on issues that are important to the people we represent.

In past sessions, I have sponsored successful bills on specific requests from Waterville residents and businesses. These bills included laws to reduce red tape for small manufactures, protect business-name goodwill, expand screening for heart defects in newborns and improve adoption procedures.

For the Second Regular Session, we will be taking up a number of emergency measures, including the Affordable Care Act and the improvement of the Property Tax Fairness Credit, which replaced the Circuit breaker Program.

Please feel free to contact me if you have any questions, thoughts or concerns about what is happening in Augusta.

Sincerely,

Henry Beck State
Representative

District 76 Oakland (part) and Waterville (part)

Printed on recycled paper

Thomas R. W. Longstaff
39 Pleasant Street
Waterville, ME 04901
Residence: (207) 872-6617
E-Mail: thomas.longstaff@gmail.com
State House E-Mail:
RepThomas.Longstaff@legislature.maine.gov

HOUSE OF REPRESENTATIVES
2 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0002
(207) 287-1400
TTY: (207) 287-4469

A NOTE TO MY FRIENDS AND NEIGHBORS

It is an honor and a privilege to serve as one of your state representatives in Augusta. As I have often said, we can best represent our constituents when they feel free to contact us about matters that are important to them so their voices will be heard. Please feel free to contact me by email or by telephone.

This is my second term in the legislature and it has been a challenging one, with difficult issues to resolve. The good news is that we have made significant progress. In a bipartisan effort we passed a balanced budget that minimized the severe reductions in revenue sharing for municipalities and education that were proposed by some. These would have shifted the burden to our towns and cities most of which would have had few options other than substantial increases in property taxes. We have also made progress with workforce development which will address the skills gap and help the people of Maine prepare for and compete for the new jobs of the 21st century. Waterville has become one of the "showcases" for what can be done; check out the services at our public library. We also made progress on energy legislation that should lower costs for families and businesses. I have continued to work with representatives of all of the stakeholders on legislation to curb the theft and sale of scrap metal, especially copper. In the Joint Standing Committee on Veterans and Legal Affairs, on which I serve, I have focused my attention on programs for veterans, election laws and financing and establishing sound policies for the licensing and operation of gambling facilities in Maine.

As we prepare for the second session much remains to be done. Clearly the most important issue will be adopting a balanced and fair supplementary budget for the remainder of the fiscal year. We must try to avoid any further tax increases by exploring where cuts can be made, efficiency improved and revenue maximized (for example we will be looking closely at the revenue from the new liquor contract which could produce a revenue stream in excess of $50 million dollars each year – more than enough to repay the bond issued to pay off the hospital debt and provide additional funds which must be allocated wisely). Another very important issue will be the expansion of health care to provide for the thousands of Maine people who have no health insurance and virtually no options for obtaining it. To do this wisely we must put aside partisan ideology and focus on options that will best serve the people of Maine.

There are many other issues that will come before us as bills are prepared for consideration when we convene again in January. Many of these attract less attention in the press but nevertheless impact the lives of people significantly. As I have done in the past I will attempt to keep you informed by way of the social media and an occasional newsletter sent by email.

Frequently Requested Phone Numbers

Business Name	Phone No.
Alfond Municipal Pool	(207) 877-6699
Albert Hall School	(207) 872-8071
Central Maine Growth Council	(207) 680-7300
Dept. of Motor Vehicles (Augusta)	(207) 624-9000
District Attorney's Office	(207) 873-7317
District Court	(207) 873-2103
Waterville Senior High School	(207) 873-4281
Humane Society – Waterville Area	(207) 873-2430
Kennebec Water District	(207) 872-2763
Mid Maine Chamber of Commerce	(207) 873-3315
Mid Maine Homeless Shelter	(207) 872-6550
Morning Sentinel	(207) 873-3341
Muskie Center/Spectrum Generations	(207) 873-4745
Opera House Box Office	(207) 873-7000
Post Office - Waterville	(207) 873-0714
Social Security Administration	1-800-772-1213
Superintendent of Schools	(207) 873-4281
Waterville Housing Authority	(207) 873-2155
Waterville Main Street	(207) 680-2055
Waterville Public Library	(207) 872-5433
Waterville Sewerage District	(207) 873-5191

Underlined businesses also include a hyperlink to their website. Simply click on the underlined text with your cursor to visit their website.

Helpful Information for 2014

Important Dates to Remember

- ***Calendar Year 2014 Property tax payments*** are due: March 14, June 13, October 10 and December 12
- ***Homestead and veterans exemptions*** *need to be in before April 1st of each year.*
- ***Personal property packets*** are mailed out to business owners by the Assessing department in mid-February of each year. They need to be returned to the Assessor's office by April 15.
- All ***dog licenses*** expire on December 31st of each year.

City Council Meeting Schedule

City Council meetings are held on the **1st and 3rd Tuesdays of each month**, with the exception of the 1st November meeting which is moved to the next day, Wednesday, due to Election Day. Special council meetings may be held throughout the year on an as needed basis.

To view live recordings of City Council meetings on cable TV channel 7, visit our website for viewing information and times: www.waterville-me.gov/departments/council

2014 City Office Holiday Closures and Refuse Collection Schedule

Holiday	Day or Date Observed	Refuse Will Be Picked Up
New Years Day	Wednesday, January 1st	Thursday, January 2nd
Martin Luther King Jr. Day	Monday, January 20th	Tuesday, January 21st
President's Day	Monday, February 17th	Tuesday, February 18th
Patriot's Day	Monday, April 21st	Tuesday, April 22nd
Memorial Day	Monday, May 26th	Tuesday, May 27th
Independence Day	Friday, July 4th	Monday, July 7th
Labor Day	Monday, September 1st	Tuesday, September 2nd
Columbus Day	Monday, October 13th	Tuesday, October 14th
Veteran's Day	Tuesday, November 11th	Wednesday, November 12th
Thanksgiving	Thursday, November 27th	Wednesday, November 26th
Day After Thanksgiving	Friday, November 28th	Monday, December 1st
Christmas	Thursday, December 25th	Friday, December 26th

State I.D. / Driver's License Renewal & Replacement

The State of Maine Department of Motor Vehicles (DMV) uses the City Council Chambers located at 93 Main Street on the 3rd Floor ("The Center" building) in the downtown, every **first (1st) Monday and second (2nd) and fourth (4th) Fridays of the month**, unless it falls on a legal holiday, from 9:00am-12:00pm and 1:00pm-3:00pm. **FMI call DMV: 624-9000**

These same services are also available at the Waterville AAA office located at 13 Washington Street, Monday-Friday 8:30am-5:00pm and Saturdays 9:00am-1:00pm. **FMI call 873-0692, or visit their website:** ww1.northernnewengland.aaa.com/en-nne/driving-resources/dmv-licensing-registration