

TOWN OF ARROWSIC
ANNUAL TOWN MEETING,
JUNE 11, 2026
MINUTES

Sagadahoc, ss:

To Dale Carlton, Constable for the Town of Arrowsic,
County of Sagadahoc, State of Maine:

Greetings:

In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of Arrowsic qualified by law to vote in Town affairs, to assemble at the Arrowsic Fire Station on **Thursday, the 11th of June A.D. 2026, at six thirty in the evening**, to act on the following articles to wit:

ELECTIONS

Art. 1. To elect by ballot a Moderator to preside at said meeting.

Eloise Vitelli was nominated, seconded, and elected to preside as Moderator at said meeting.

Ms. Vitelli reviewed Town Meeting protocol and asked the body for permission for non-residents to speak. There were no objections.

Art. 2. To elect a Town Clerk for FY 2026-27.

Barbara Boyce was nominated, seconded, and elected to serve as Town Clerk for FY 2026-27.

Art. 3. To elect by ballot, for a three-year term:

Selectman, Assessor & Overseer of the Poor,

Surveyor of Wood, Lumber, and Bark, Fence Viewer

Jennifer Geiger was nominated, seconded, and elected by secret ballot to serve as Select Person for a three-year term.

Art. 4. To elect for FY 2026-27:

A Treasurer

A Tax Collector

Any other Town Officers

Eileen Bonine was nominated, seconded, and elected to serve as Treasurer for FY 2026-27.

Rachel Strachan was nominated, seconded, and elected to serve as Tax Collector for FY 2026-27

Notes: FY 2025-2026 amounts reflect expenditures through 3/31/2026.

All articles reflect appropriations for fiscal year 2026-2027 unless otherwise noted.

Art. 5. To see if the Town will vote to raise and appropriate the sum of \$88,990 to pay the following salaries to the Town Officers. *Note: Salaries include employee FICA & Medicare taxes (8.15 %).*

	FY 24-25		FY 25-26 As of 3/31/26		FY26-27
Position	Budget	Actual	Budget	Actual	Request
Selectman Chair	\$4,268	\$4,268	\$4,453	\$4,453	\$4,542
Selectmen (2 @ \$3819)	\$7,300	\$7,300	\$7,488	\$7,488	\$7,638
Town Clerk	\$10,400	\$10,400	\$10,608	\$10,608	\$10,820
Treasurer	\$10,400	\$10,400	\$10,608	\$10,608	\$10,820
Tax Collector	\$10,400	\$10,400	\$10,608	\$10,608	\$10,820
Town Administrator (not a salaried position)	\$30,000	\$14,825	\$30,000	\$11,275	\$25,000
IT Coordinator	\$1,187	\$1,187	\$1,187	\$1,187	\$1,187
Registrar	\$541	\$541	\$541	\$541	\$541
LEMA Director	\$108	\$108	\$108	\$108	\$108
Shellfish Warden	\$541	\$541	\$541	\$541	\$541
Codes Enforcement Officer	\$5,626	\$5,626	\$5,739	\$5,739	\$5,834
Properties Chair	0	0	0	0	\$541
ABA Commissioners	\$1,623	\$1,623	\$1,623	\$1,623	\$1,623
Constable	\$541	\$541	\$541	\$541	\$541
Animal Control Officer	\$541	\$541	\$541	\$541	\$541
Fire Chief	\$3,249	\$3,249	\$3,314	\$3,314	\$3,314
Deputy Chief	\$1,624	\$1,624	\$1,656	\$1,656	\$1,656
Captain (3 @ \$217)	\$651	\$651	\$651	\$651	\$651
Planning Board	\$541	\$541	\$541	\$541	\$541
Road Commission	\$541	\$541	\$541	\$541	\$541
Recycling	\$541	\$541	\$541	\$541	\$541

Board of Appeals	\$108	\$108	\$108	\$108	\$108
Conservation Commission	\$541	\$541	\$541	\$541	\$541
Totals	\$91,272	\$76,097	\$92,479	\$73,754	\$88,990

Art. 5 was moved and seconded.

Don Hudson, Commissioner of the Arrowsic Broadband Authority, asked if the Commissioners' fees should be reduced to \$0 since the plan is to sell the Arrowsic broadband to a private company. Selectboard Chair Walter Briggs answered that the fees should be paid until a sale is completed.

Art.5 was approved unanimously.

Art. 6. To see if the Town will vote to raise and appropriate the sum of \$1,320 to pay the following wages to Town Election Workers.

	FY 24-25		FY 25-26		FY 26-27
	Budget	Actual	Budget	Actual	Request
Registrar/ Deputy Registrar	\$200	\$200	\$200	\$100	\$200
Town Clerk	\$100	\$200	\$200	\$100	\$200
Election Warden	\$150	\$300	\$300	\$150	\$300
Deputy Warden	\$0	\$0	\$200	\$100	\$200
Election Clerks and Counters	\$435	\$705	\$450	\$360	\$420
Total	\$1,135	\$1,405	\$1,350	\$810	\$1,320

Art.6 was moved, seconded and passed unanimously.

Art. 7. To see if the Town will vote to raise and appropriate the sum of \$6,800 to pay the payroll taxes on all the salaries and wages paid (7.65%).

FY 24-25	FY 25-26 as of 3/31/2026	FY 26-27
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Budget	Actual	Budget	Actual	Request
\$4,687	\$5,818	\$7,500	\$5,743	\$6,800

Art. 7 was moved, seconded and approved unanimously.

Art. 8. To see if the Town will vote to expend to the Town Codes Enforcement Officer, Town Clerk, and Tax Collector fees collected to these respective individuals in the form of wages.

Art.8 was moved, seconded and passed unanimously.

Art. 9. To see if the Town will vote to raise and appropriate the sum of \$ 20,000 for Fire Protection.

	FY 24-25		FY 25-26 as of 3/31/26		FY 26-27
	Budget	Actual	Budget	Actual	Request
Expenses	\$22,150	\$82,414	\$20,000	\$6,932	\$20,000
Grant Revenue	\$64,721	\$17,693	\$2,967		\$2,500

Fire Department Proposed Budget 2026-2027	
Fuel	\$1,000
Memberships	\$800
Supplies	\$1,200
Testing	\$3,000
Truck Service/Repair	\$5,000
Grant Match	\$2,500
PPE/Safety	\$6,500
Total	\$20,000

Art.9 was moved, seconded and passed unanimously.

Art. 10. To see if the Town will vote to appropriate the sum of \$45,000 from surplus for the Fire Department Capital Improvement Fund. Current Fund balance: \$350,095.49.

Art. 10 was moved and seconded.

The Fire Chief was asked to explain what the requested funds will be used for. Chief Dale Carlton explained that each year this amount is added to the fund for the purchase of a replacement fire truck in the future.

Art. 10 passed unanimously.

Art. 11. To see if the Town will vote to raise and appropriate the sum of \$15,000 to provide the Town with Ambulance Service.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$14,000	\$12,714	\$14,000	\$11,469	\$15,000

Art. 11 was moved, seconded and passed unanimously.

Art. 12. To see if the Town will vote to expend the following amount from the Scholarship Fund for the purpose of providing scholarships to worthy and deserving students from the Town pursuing post-secondary education at an accredited educational institution; awards will be selected by the Selectmen on the recommendations of the Education Committee. Prior scholarship amount was \$2,000. Committee recommends this be increased to \$3,000 per student.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$4,000	\$4,000	\$6,000	\$2,000	\$9,000

Art. 12 was moved, seconded and passed unanimously.

Art. 13. To see if the Town will vote to authorize the Selectmen to accept donations to the Arrowsic Scholarship Fund and to provide appropriate receipts, therefore. Current fund balance: \$43,163.87

Art.13 was moved, seconded and passed unanimously.

Art. 14. To see if the Town will vote to raise and appropriate the sum of \$250 for the Miscellaneous Expenses of the Education Committee.

FY 24-25		FY 25-26 as of 3/31/2026		FY 27-28
Budget	Actual	Budget	Actual	Request
\$250	\$250	\$250	\$360	\$250

Art.14 was moved, seconded and passed unanimously.

Art. 15. To see if the Town will vote to raise and appropriate the sum of \$182,500 for general maintenance and repair of Town Ways and other Properties, including snow removal. The amount to be raised takes into consideration the use of Town Excise Taxes and the Maine Bureau of Motor Vehicles (BMV) Block Grant to cover Road expenses.

Art. 15 was moved and seconded.

Jim Stump, Chair of the Road Commission, rose to explain that the Town will be seeking bids for a new provider to plow town roads. Our current provider, Maine Moss, has terminated their contract with Arrowsic.

	FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
	Budget	Actual	Budget	Actual	Request
Expenses	\$287,049	\$220,467	\$153,000	170,405	\$301,500
Excise Tax	\$88,574	\$137,705	\$90,000	\$90,176	\$110,000
MDOT Block Grant	\$7,500	\$9,984	\$7,500	\$15,196	\$9,000

Road Commission Proposed Budget 2026-2027	
General Maintenance	\$10,000
Culverts	\$1,500
Roadway Grading/Upgrade-Bald Head Rd.	\$8,500
Road Sign Replacement	\$1,500
Paving-Old Stage Rd TBD	\$55,000

Emergency – ditching, culvert, road stabilization etc	\$10,000
Snowplow Contract	\$225,000
Total	\$301,500
Appropriations:	
Excise Tax	\$110,000
MDOT Block Grant	\$9,000
Amount to be Raised	\$182,500

Art.15 passed unanimously.

Art. 16. To see if the Town will vote to raise and appropriate the sum of \$34,500 to cover the costs of recycling and other related activities.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$27,000	\$22,470	\$28,500	\$18,567	\$34,500

Art.16 was moved, seconded and passed unanimously

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Art. 17. To see if the Town will vote to raise and appropriate the sum of \$52,600 to cover the costs of solid waste disposal.

Art. 17 was moved and seconded.

Nadine DeVries, Chair of the Arrowsic Solid Waste and Recycling Committee, stated that the Town will stay with the current provider for another year and will continue to look for a more economical provider for future cycles.

FY 24-25	FY 25-26 as of 3/31/2026	FY 26-27
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Budget	Actual	Budget	Actual	Request
\$44,500	\$37,849	\$45,000	\$27,652	\$52,600

Art.17 passed unanimously.

Art. 18. To see if the Town will vote to raise and appropriate the sum of \$5,000 for disposal of septage.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$5,000	\$5,617	\$5,000	\$3,160	\$5,000

Art. 18 was moved, seconded and passed unanimously

Art. 19. To see if the Town will vote to raise and appropriate the sum of \$7,000 for Municipal utilities.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$6,000	\$7,834	\$7,000	\$6,344	\$7,000

Art. 19 was moved, seconded and passed unanimously.

Art. 20. To see if the town will vote to appropriate the sum of \$1,000 for the expenses of the Fish Commission including repairing the storm damage to the culvert, and miscellaneous costs that might come up around the celebratory harvest and doing business throughout the year

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$500	\$275	\$1,000	0	\$1,000

Art.20 was moved, seconded and passed unanimously.

Art. 21. To see if the Town will vote to raise and appropriate the sum of \$7,000 for maintenance expenses of Town properties.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$6,000	\$7,834	\$7,000	\$4,223	\$7,000

Art. 21 was moved, seconded and passed unanimously.

Art. 22. To see if the Town will vote to appropriate \$7,750 from surplus to contribute to the Town Capital Improvements Fund for future capital improvement projects. Current fund balance: \$87,297.79

Art.22 was moved and seconded.

Amy Smith asked if there are any specific projects the Town is considering.

The following projects were identified by Selectboard member DeeDee Jorgensen:

1. A new roof for Town Hall.
2. A moisture barrier for the basement.
3. Renovating the bathroom at Town Hall.

Nick Stoneman and Jody Jones have been working on a grant to defray the costs of the renovations.

Art.22 passed unanimously.

Art. 23. To see if the Town will vote to raise and appropriate the sum of \$790 for the purpose of providing animal control support services including housing and sheltering of stray animals.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$730	\$711	\$730	\$780	\$790

Art.23 was moved, seconded and passed unanimously.

Art. 24. To see if the Town will vote to raise and appropriate the sum of \$5,600 for assessing expenses, including an Assessor's Agent.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request

\$5,200	\$5,800	\$5,600	\$3,200	\$5,600
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Art.24 was moved, seconded and passed unanimously.

Art. 25. To see if the Town will vote to raise and appropriate the sum of \$29,700 for the Auditor's Report and associated services.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$10,500	\$10,500	\$15,000	\$22,463	29,700

Art.25 was moved, seconded and passed unanimously.

Moderator Vitelli recommended that we group Articles 26, 26, 27, 28, 29 30, 31, 32, 33, 34 35, 36, 37, & 38 and pass in a block as they are ongoing administrative expenses.

Art. 26. To see if the Town will vote to raise and appropriate the sum of \$20,000 for insurance.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$16,000	\$19,688	\$19,000	\$17,049	\$20,000

Art. 27. To see if the Town will vote to raise and appropriate the sum of \$5,000 to provide Legal Services.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$3,000	\$1,642	\$5,000	\$1,851	\$5,000

Art. 28. To see if the Town will vote to raise and appropriate the sum of \$25,000 for Administration expenses such as bank service charges, office supplies, postage, printing, software maintenance, software purchase and

upgrade, payroll processing, dues, training, small repairs, travel reimbursements, and computer expenses.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$20,000	\$23,329	\$20,000	\$17,495	\$25,000

Art. 29. To see if the Town will raise and appropriate the sum of \$150 for expenses related to the publishing of “The Arrowsic Arrow”.

Art. 30. To see if the Town will vote to raise and appropriate the sum of \$5,000 for production of the Annual Report.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$4,500	\$5,095	\$4,700	0	\$5,000

Art. 31. To see if the Town will vote to raise and appropriate the sum of \$2,300 for professional dues for the Maine Municipal Association.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$2,300	\$2,169	\$2,200	\$2,265.41	\$2,300

Art. 32. To see if the Town will vote to raise and appropriate the sum of \$10,000 for Contingent Expenses.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
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Budget	Actual	Budget	Actual	Request
\$5,000	\$333	\$5,000	\$0	\$10,000

Art. 33. To see if the Town will vote to raise and appropriate the sum of \$600 for the Miscellaneous Expenses of the Planning Board.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$600	\$399	\$600	\$139	\$600

Art. 34. To see if the Town will vote to raise and appropriate the sum of \$100 for the Miscellaneous Expenses of the Zoning Board of Appeals.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$100	\$0	\$100	\$0	\$100

Art. 35. To see if the Town will vote to raise and appropriate the sum of \$ 1,000 for the Miscellaneous Expenses for the Conservation Commission.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$550	\$335	\$550	\$375	\$1,000

Art. 36. To see if the Town will vote to appropriate the sum of \$600 from the dedicated Shellfish Conservation Fund for the Miscellaneous Expenses of the Shellfish Conservation Committee and the Shellfish Warden. The

current balance is \$5,009.69.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$600	\$184	\$600	\$238	\$600

Art. 37. To see if the Town will vote to raise and appropriate the sum of \$100 for the Miscellaneous Expenses of the Local Emergency Management Agency.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$100	\$0	\$100	\$0	\$100

Art. 38. To see if the Town will vote to raise and appropriate the sum of \$100 for the Miscellaneous Expenses of the Local Health Officer.

FY 24-25		FY 25-26 as of 3/31/2026		FY 26-27
Budget	Actual	Budget	Actual	Request
\$100	\$0	\$100	\$0	\$100

Articles 26 through Article 38 were moved, seconded and passed unanimously.

Art. 39. To see if the Town will vote to appropriate from surplus the sum of \$12,455 for the Patten Free Library. (2025-26 actual = \$10,322)

Art.39 was moved, seconded and passed unanimously.

Art. 40. To see if the Town will vote to appropriate from surplus the sum of \$7,115 to fund the following non-profit organizations:

Organization	FY 24-25	FY 25-26	FY 26-27
Bath Area Family YMCA	\$425	\$425	\$425

Bath Area Senior Citizens	\$425	\$425	\$425
Bath Food Bank	\$700	\$700	\$425
Big Brothers/Big Sisters of Bath-Brunswick	\$425	\$425	\$425
Citizens for Squirrel Point	\$100	\$100	\$100
Elmhurst, Inc.	\$425	\$425	\$425
Friends of the Doubling Point Light	\$100	\$100	\$100
Georgetown Historical Society	\$100	\$100	\$100
Kennebec Estuary Land Trust	\$300	\$300	\$300
LifeFlight Foundation	\$300	\$300	\$300
Maine Public Broadcasting	\$150	\$150	\$150
Maine Red Cross Chapter	\$425	\$425	\$425
Maine's First Ship	\$100	\$100	\$100
MCM Community Action	\$425	\$425	\$425
New Hope for Women	\$425	\$425	\$425
Opportunity Enterprises	\$100	\$100	\$100
SEARCH-GB	\$425	\$425	\$425
Spectrum Generation (Meals on Wheels)	\$630	\$630	\$630
Sweetser	\$500	\$500	\$500
Tedford Housing	\$425	\$425	\$425
The Range Light Keepers	\$100	\$100	\$100
WCAP	\$110	\$110	\$110
Totals	\$7,115	\$7,115	\$7,115

Art. 40 was moved, seconded and passed unanimously.

Art. 41. To see if the town will vote to spend \$1,000 on the existing Community Assistance Fund to the Bath Area Food Bank.

Art.41 was moved, seconded and passed unanimously.

Art. 42. To see if the town will vote to draw from the Surplus Fund \$400 for the Squirrel Point Lighthouse Capital Campaign.

Art.42 was moved, seconded and passed unanimously.

Art. 43. To see if the Town will vote to draw from surplus such funds as necessary to meet the Town's legislated responsibilities for providing General Assistance in accordance with the Town's General Assistance Ordinance passed in 2016. (Actual 23-24, \$0).

Art.43 was moved, seconded and passed unanimously.

Art. 44. To see if the Town will vote to draw from surplus such funds as necessary to meet the Town's responsibilities for uncollectible ambulance fees.

Art.44 was moved, seconded and passed unanimously.

Art. 45. To see what sum the Town will vote to appropriate from surplus for reducing the amount of money to be raised by taxes. Selectmen recommend \$10,000.

Art.45 was moved, seconded and passed unanimously.

Art. 46. To see if the Town will vote to accept the categories of State funding listed below, as provided by the Maine State Legislature.

State Municipal Revenue Sharing	Estimated	\$55,000
Excise Tax		\$110,000
MDOT Block Grant	Estimated	\$9,000
Tree Growth Reimbursement	Estimated	\$1000
Veterans Exemption Reimbursement	Estimated	\$275
Snowmobile Registration Revenues	Estimated	\$125
Homestead	Estimated	\$33,000
State grants or other funds not included above		Unknown

Art. 46. was moved, seconded and passed unanimously.

Art. 47. To see if the Town will vote to continue to allocate all revenues from the sale of shellfish licenses, and any fines received for violation of the Shellfish Conservation Ordinance, to the dedicated Shellfish Conservation Fund, to be used by the Shellfish Conservation Committee for shellfish management, conservation, and ordinance enforcement. Current fund balance: \$5,287.34

Art.47 was moved, seconded and passed unanimously.

Art. 48. To see if the Town will vote to raise the sum of \$5,100 to pay the interest due on the water access loan.

Art. 48 was moved, seconded and passed unanimously.

Art. 49. To see if the Town will vote to collect all Watercraft Excise Taxes in a dedicated Water Access Fund. Current fund balance: \$3,080.

Art.49 was moved and seconded.

Discussion followed around hiring a Harbor Master to prevent boats from being abandoned in Arrowsic waters. Chair Walter Briggs stated that since we don't have a harbor, there is not a huge need but the selectboard would consider the idea. State Representative Allison Hepler asked to speak to the body. She advised that the State Legislature is considering a bill that would help Maine towns pay for such situations.

Art. 49 was moved, seconded and passed unanimously.

Art. 50. To see if the Town will vote to draw from surplus the sum of \$2,000 to print updated Town of Arrowsic Property Maps.

Art.50 was moved, seconded and passed unanimously.

Art. 51. To see if the Town will authorize the Select Board to apply for, accept and implement any applicable grant funding for the Town Fish Commission in support of the Sewall Creek Restoration Project and to establish the Arrowsic Fish Commission Grant account for accepted grant funds and matching Town funds, which shall be a non-lapsing account, to transfer and appropriate up to \$5,000 from undesignated surplus fund into said account to be used as matching funds and to authorize the select board to spend from the account for the stated purposes and without further vote of the town meeting.

Art.51 was moved, seconded and passed unanimously.

Art. 52. To see if the Town will vote to allow the Planning Board to make the following changes to the Zoning Ordinance (**Changes to text below done using following key: language to be removed ; language to be added**):

- 1) Clarification of road frontage requirements for back lots: Addition of Footnote 6 to Table III as shown in copy of Table on next page.
- 2) How to deal with conforming fuel tanks and standby generators:

Add underlined text to current definition of “Structure”:

Structure: Anything built for the support, shelter or enclosure of persons, animals, goods or property of any kind, together with anything constructed or erected with a fixed location on or in the ground, exclusive of fences, boundary walls and poles, wiring and other aerial equipment normally associated with service drops as well as guying and guy anchors. The term includes structures temporarily or permanently located, such as decks, patios, and satellite dishes, outdoor fuel storage tanks and standby generators.

- 3) Change of Public Meeting Notification

Modify Section “4.2.5 Conditional Use Permit Procedure: Planning Board” as below:

4.2.5 Conditional Use Permit Procedure: Planning Board

~~Within 30 days of~~ Following the receipt of an application requiring its approval, the Planning Board shall hold a public hearing on the application at its next regularly scheduled monthly meeting unless that meeting occurs within 14 days from receipt of the application, in which case the Planning Board will have the option to review the application at the following month's regularly scheduled meeting. The Planning Board shall publish a notice of the hearing at least seven days in advance in ~~a newspaper of general circulation in the area in~~ the most recent version of the Town's Weekly Email that is sent out before the hearing date. (6-11-26)

Not less than 7 days before the public hearing, the Planning Board shall give written notice of the public hearing to all property owners within 200 feet of the applicant's property by sending the written notice via US first-class mail to the property owners at their addresses shown on the Town assessment records or by sending the notice to such mailing or email address as the owner may request to the Planning Board Chair. (6-13-07, 6-11-26)

Within 20 days after it has completed its review ~~the public hearing~~, the Planning Board shall reach a decision on conditional use and shall inform, in writing, the applicant and the Code Enforcement Officer of the decision and its reasons therefore. (6-11-26)

- 4) Add required DEP ADU language modification below to Section 3.6.5 Accessory Dwelling Unit, paragraph (j):

j) An accessory dwelling unit shall conform with ~~the~~ Shoreland Zoning ordinances- provisions including minimum lot area.

5) Switch the numbering of paragraphs 3.24 and 3.25 in the Zoning Ordinance for ease of reference from Table 1. No text is to be changed.

Link to Zoning Ordinance: https://arrowsic.org/codes/zoning_ordinance_2024.pdf

District	Minimum Lot Size or Land Per Dwelling Unit ⁵	Minimum Shore Frontage	Minimum Road Frontage ⁶	Minimum Lot Depth	Minimum Front and Rt. 127 Setback	Minimum Rear and Side Setback ⁴	Minimum Shoreland Setback	Minimum Resource Protection District and Special Protection District Setback
Rural Residential 1 District	2 acres and all lots shall be of such dimension as to contain within their boundaries a circle having a diameter of 200'.	200' measured along the high-water line of upland edge of wetland, meadow, marsh and high-water line of waterbodies.	Equal to the width of the principal access to the lot but not less than 50'.	200' measured from the high-water line or upland edge of wetland/marsh, whichever is more restrictive.	50' from the frontage lot lines along Rt. 127. 75' from the center of the traveled way for all other locations. ³	20' from property line or 36' from center line of a traveled way abutting the side or rear property line or traversing a property.	100' from high water line.	Setback = 300'-1/2 (upland edge front age. In no case shall the setback be less than 150' from the upland edge of the wetland. ²
Rural Residential 2 District	5 acres and all lots shall be of such dimension as to contain within their boundaries a circle having a diameter of 300'.	300' measured along the high-water line of upland edge of wetland, meadow, marsh and high-water line of waterbodies.	Equal to the width of the principal access to the lot but not less than 50'.	300' measured from the high-water line or upland edge of wetland/marsh, whichever is more restrictive.	50' from the frontage lot lines along Rt. 127. 75' from the center of the traveled way for all other locations. ³	50' from property line or 36' from center line of a traveled way abutting the side or rear property line or traversing a property.	150' from high water line	Setback = 400'-1/2 (upland edge front age. In no case shall the setback be less than 150' from the upland edge of the wetland. ²

²For lots having Resource Protection, special Protection or Shoreland frontage, the aggregate frontage may be used for structure setback

³If a property has more than one road frontage, the "front Setback" applies to the road specified in the E911 address for the property and all locations along Rt. 127.

⁴in subdivisions, setbacks in areas that have buffer strips shall be measured from the property line and shall not be less than the width of the buffer strip (6-13-07).

⁵The minimum width of any portion of any lot within one hundred (100) feet, horizontal distance, of the high-water line of a water body or upland edge of a wetland shall be equal to or greater than the shore frontage requirement for a lot with the proposed use.

⁶Back lots (lots without frontage on a public way and served via a driveway crossing another lot) are not required to meet the minimum road frontage; however, the driveway must meet all standards in Section 3.8. (6-11-26)

As there is a clerical error in the wording of the ordinance, the Moderator asked the body to consider the following motion:

“To see if the Town will make a motion to waive any issue related to the wording of Art.52 under title 30A, Section 3002 and to enact amendments to the zoning ordinance as printed.”

The motion was moved, seconded and carried.

Art.52 was moved, seconded and passed.

Moderator Vitelli proposed that Art. 53 through Art. 63 be voted on in one group since they are ongoing administrative expenses.

The motion was made, seconded and passed to vote on Art.53 – 63 in one vote

Art. 53. To see if the Town will vote to allocate all revenues from dog license fees to a dedicated Animal Control Account and authorize the Selectmen to draw from that account for the purpose of funding animal control work in town.

Art. 54. To see if the Town will vote to allow the Selectmen to accept and expend the following monies: miscellaneous contributions, donations, grants, and reimbursements.

Art. 55. To see if the Town will vote to authorize the Selectmen to draw from surplus such funds as necessary for tax abatements due to overpaid taxes.

Art. 56. To see if the Town will vote to authorize the Selectmen on behalf of the Town to sell and dispose of any real estate acquired by the Town for nonpayment of taxes, on such terms as they deem advisable, and to execute quit-claim deeds for such property.

Art. 57. To see if the Town will vote to allocate all proceeds from the sale of tax delinquent property to the Undesignated Surplus.

Art. 58. To see if the Town will vote to authorize the Selectmen to borrow money from time to time in anticipation of taxes.

Art. 59. To see if the Town will vote to authorize the Selectmen to utilize balances in Town dedicated funds to postpone or eliminate the need to borrow in anticipation of taxes. Funds reduced in this way would be restored with incoming tax revenues.

Art. 60. To see what sum the Town will vote to authorize for Annual Interest on all taxes paid 60 days after posting. Selectmen recommend 4.0% (State Maximum Allowed—8%)

Art. 61. To see if the Town will vote to allow any unused paving funds to be carried over to the next Fiscal Year.

Art. 62. To see if the town will vote allow any unused revaluation/assessment funds to be carried over to the next Fiscal Year.

Art. 63. To see if the Town will vote to allow the Arrowsic Fish Commission to approve a provisional harvest or conservation closure for alewife and blueback herring in 2027. The harvest plan will be submitted by the Fish Commission, setting forth the exact conditions under which alewives may be taken, all in accordance with good conservation practices to conserve and protect the Town’s resources. This plan will be submitted to the

Department of Marine Resources with Town of Arrowsic approval. If any Municipal rights are sold, monies will be deposited in the designated Alewife Account.

Art. 53 through 63 were moved, seconded and passed.

Art. 64. To see if the Town will vote to allow the Shellfish Conservation Committee to make the following changes to the Shellfish Conservation Ordinance **(Changes to text below done using following key: ~~language to be removed~~ ; language to be added):**

As there is a clerical error in the wording of the ordinance, the Moderator asked the body to consider a motion “To see if the Town will make a motion to waive any issue related to the wording of Art.64 under title 30A, Section 3002 and to enact amendments to the shellfish ordinance as printed.”

The motion was moved, seconded and carried.

Art. 64 was moved and seconded.

Lisa Margonelli, Chair of the Shellfish Committee, explained that most of the changes are administrative.

The two significant changes are:

1. Allowing the owner of the Crow Island rental to purchase several clamming licenses to sell to renters.
2. Using free, local formats, instead of newspapers, which are expensive, to make announcements.

TOWN OF ARROWSIC

Shellfish Conservation Ordinance

Adopted June 20, 2001

Revised June 19, 2002

Revised June 11, 2008

Revised June 16, 2016

Revised June 13, 2019

Revised June 13, 2024

Revised June 11, 2026

I. Authority: This ordinance is enacted in accordance with 12 M.R.S.A. Section 6671.

II. Purpose: To establish a shellfish conservation program for the Town of Arrowsic which will ensure the protection and optimum utilization of shellfish resources within its limits. These goals will be achieved by means which may include:

- A. Licensing.
- B. Limiting the number of shellfish harvesters.
- C. Restricting the time and area where digging is permitted.
- D. Limiting the minimum size of shellfish taken.
- E. Limiting the amount of shellfish taken daily by a harvester.

III. Shellfish Conservation Committee: The Shellfish Conservation Program for the Town of Arrowsic will be administered by the Shellfish Conservation Committee consisting of five members and two alternates to be appointed by selectmen for staggered terms of three years. The Committee's responsibilities include:

- A. Establishing annually in conjunction with the Department of Marine Resources the number of shellfish digging licenses to be issued.
- B. Surveying each shellfish producing area at least once each three years to establish size distribution and density and annually estimating the status of the town's shellfish resources.
- C. Submitting to the Board of Selectmen proposals for the expenditures of funds for the purpose of shellfish conservation.
- D. Keeping this ordinance under review and making recommendations for its amendments.
- E. Securing and maintaining records of shellfish harvest from the town's managed shellfish areas and closed areas that are conditionally opened by the Department of Marine Resources.
- F. Recommending conservation closures and openings to the Board of Selectman in conjunction with the ~~area biologists~~ Marine Resource Scientist of the Department of Marine Resources.
- G. Submitting an annual report to the Town and the Department of Marine Resources covering the above topics and all other committee activities.
- H. Developing such detailed policies and procedures as are necessary to effectively carry out the intent of this ordinance.
- I. Other activities consistent with this ordinance.

IV. Definitions:

- A. Resident: The term "resident" refers to a person who has been domiciled in this town for at least six months immediately prior to the time his or her claim of such residence is made, and who shall remain a resident during the period of time the license is valid.
- B. Nonresident: The term "nonresident" means anyone not qualified as a resident under this ordinance.
- C. Student: The term "student" refers to a person who is ~~between the ages of 12 and 18 inclusive~~ enrolled in or entering grades 5 through 12 and is a full-time student in a primary or secondary education program. Proof of ~~age and~~ school attendance may be required.
- D. Senior: Any person 65 years of age or older.
- E. Seniority: As used in this ordinance the term "seniority" refers to the number of years in the five-~~year period immediately preceding the year of license issue, but not earlier than the year 2003,~~ during which a harvester:
 - (i) held a Commercial Shellfish License in the Town of Arrowsic,
 - (ii) had no convictions for a violation of the Town Shellfish Conservation Ordinance,
 - (iii) either fully participated in a scheduled shellfish conservation project or attended at least three meetings of the Shellfish Conservation Committee.
- F. Shellfish and Intertidal Shellfish Resources: When used in the context of this ordinance the words "shellfish" and "intertidal shellfish resources" mean soft shell clams (*Mya arenaria*), hard clam/quahog (*Mercenaria mercenaria*), surf clam/hen (*Spisula solidissima*), razor clam (*Ensis directus*), American/Eastern oyster (*Crassostrea virginicus*) and the European oyster (*Ostrea edulis*).
- G. Town: Refers to the Town of Arrowsic, Maine.
- H. Limits: The town's shellfish are found in the intertidal zone, which is defined as "shores, flats or other land below the high-watermark and above subtidal lands," as otherwise described in 12 M.R.S.A. Section 6671.
- I. Lot: The word "lot" as used in this ordinance means the total number of shellfish in any bulk pile.

Where shellfish are in a box, barrel, or other container, the contents of each box, barrel, or other container constitute a separate lot.

J. Possess: For the purpose of this ordinance, "possess" means dig, take, ship, transport, hold, buy and sell retail and wholesale shellfish shell stock.

V. Licensing:

A. A Town Shellfish Digging License is required. It is unlawful for any person to dig or take shellfish from the shores and flats of this town without having a current license issued by this town as provided by this ordinance. A commercial digger must also have a valid State of Maine commercial shellfish license issued by the Department of Marine Resources but need not purchase the State license before obtaining the Town license.

B. A recreational license will not be issued to an individual who has a State of Maine Commercial Shellfish License issued by the Department of Marine Resources.

C. Designation Scope and Qualifications:

1. Resident Commercial Shellfish License: The license is available to residents of the town and entitles the holder to dig and take any amount of shellfish from the shores and flats of this town and reciprocating municipalities, if any.
2. Nonresident Commercial Shellfish License: The license is available to nonresidents of this town and entitles the holder to dig and take any amount of shellfish from the shores and flats of this town.
3. Recreational Shellfish License: The license is available to residents and real estate taxpayers of this town and entitles the holder to dig and take no more than one peck of combined shellfish or three bushels of surf clams in any one day for personal use.
4. Nonresident Recreational Shellfish License: The license is available to any person, not a resident of this town and entitles the holder to dig and take not more than one peck of combined shellfish or three bushels of surf clams in any one day for personal use.
5. Student Resident and Student Non-Resident Commercial Shellfish License: This license is available to anyone actively enrolled in or entering grades 5 through 12 as of the date of application and who is a resident of Arrowsic and entitles the holder to dig and take any amount of shellfish from the shores and flats of this town and reciprocating municipalities, if any.
6. Senior Resident and Senior Non-Resident Recreational Shellfish License: This license is available to any persons age 65 or older and entitles the holder to dig and take not more than one peck of combined shellfish or three bushels of surf clams in any one day for personal use.
7. ~~A 4~~ Temporary ~~3~~ 7-day Recreational License: This license entitles the holder to dig and take home not more than one peck of combined shellfish or three bushels of surf clams in any day for personal use. This license expires at midnight on the ~~third~~ seventh day after it was issued.
8. License must be signed: The licensee must sign the license to make it valid.

D. Application Procedure: Any person may apply to the Town Clerk for the license required by this ordinance on forms provided by the town. Seniority is not required to apply for a license but will govern the order in which licenses are issued.

1. Contents of Application: The application must be in the form of an affidavit and must contain the applicant's name, current address, birth date, height, weight, signature and whatever information the town may require.

2. Misrepresentation: Any person who gives false information on a license application will cause said license to become invalid and void.

Fees: The fees for the licenses shall be approved by the Select Board and posted at Town Hall and must be paid in full before the license is issued. License fees are not refundable. The Town Clerk shall pay all fees received to the Town Treasurer except for \$1.00 of each license which will be retained by the Clerk as payment for issuing the license. Fees received for shellfish licensing shall be used by the town for shellfish management, conservation and enforcement.

Visitors may purchase Non-Resident Seven-Day Recreational licenses from the Town Clerk or from agents appointed by the Board of Selectmen, in consultation with the Town Clerk and members of the Shellfish Conservation Committee. With their licenses they shall receive brochures outlining license restrictions and other applicable information. The Board of Selectmen shall approve agents to purchase Non-Resident Seven-Day Recreational licenses from the Town Clerk for resale and shall authorize them to charge no more than \$5 in addition to the fee set above. The Selectmen may withdraw their approval during the year for cause and may set additional conditions for selling these licenses as necessary.

F. Limitation of Diggers: Shellfish resources vary in density and size distribution from year to year over the limited shellfish producing area of the town. It is essential that the town carefully husband its shellfish resources. Following the annual review of the town's shellfish resources, its size distribution, abundance and the warden's reports, as required by Section 3, the Shellfish Conservation Committee in consultation with the DMR ~~area biologist~~ marine resource scientist and selectmen will determine whether limiting commercial or recreational shellfish licenses is an appropriate shellfish management option for the following year.

1. Prior to November 15, the committee shall report its findings and document recommendations for the allocation of commercial and recreational licenses to be made available for the following license year to the Selectmen and Commissioner of Marine Resources for concurrence.
2. After receiving approval of proposed license allocations from the Commissioner of Marine Resources and Selectmen and prior to December 15, the Shellfish Conservation Committee shall notify the Town Clerk in writing of the number and allocation of shellfish licenses to be issued.
3. Notice of the number of licenses to be issued and the procedure for application shall be published digitally or in print in a publicly available format ~~in a trade or industry publication, or in a newspaper or combination of newspapers with general circulation~~, which the town consider effective in reaching persons affected, not less than 10 days prior to the period of issuance and shall be posted in the municipal offices until the period concludes.
4. The Town Clerk shall issue licenses to residents and nonresidents as allocated (paragraph 1 above) starting the first business day of January. Within each allocation, the precedence of applications received on or before January 1 shall be determined as follows.
 - (i) First, previously licensed harvesters by seniority. A lottery shall be used to establish the precedence of harvesters having equal seniority.
 - (ii) Then, new applicants having no seniority. The precedence of such applications shall be established by a lottery whenever the total number (seniority and new) exceeds the applicable allocation.

After licenses have been issued as described above on the first business day of January, remaining licenses that have not been issued or that were issued but not picked up shall be offered on a first-come-first-served basis. After April 1, remaining licenses will be available to all residents and nonresidents (whether they participated in the lottery or not) on a first-come-first-served basis. Licenses not claimed

by 14 days after notification may be offered to other applicants. Licenses which are surrendered or revoked for any reason will not be reissued to anyone in the same license year.

D. License Expiration Date: Each license issued under authority of this ordinance expires at midnight on December 31 next following the date of issuance. A ~~3~~ 7-day license expires at midnight on ~~third~~ seventh day after it was issued.

E. Reciprocal Harvesting Privileges: Licenses from any other municipality cooperating with this town on a joint shellfish management program may harvest shellfish according to the terms of this license.

F. Revoked: Any shellfish licensee having three convictions for a violation of this ordinance within any 3 consecutive years, shall have his shellfish license automatically revoked for a period of a year.

1. A licensee whose shellfish license has been revoked pursuant to this ordinance may reapply for a license only after the revocation period has expired.

2. The revocation shall be effective from the date of mailing of a Notice of Revocation by the Town Clerk to the Licensee.

3. Any licensee whose shellfish license has automatically been revoked pursuant to this section shall be entitled to a hearing before the Shellfish Conservation Committee upon the filing of a written Request for Hearing with the Town Clerk within thirty (30) days following the effective date of revocation. The licensee may appeal the decision of the Shellfish Conservation Committee before the Board of Selectmen by filing a written Request for Appeal with the Town Clerk within seven (7) days of the decision of the Shellfish Conservation Committee

VI. Opening and Closing of Flats: The Selectmen, upon the approval of the Commissioner of Marine Resources, may open and close areas for shellfish harvest. Upon recommendations of the Shellfish Conservation Committee and concurrence of the Department of Marine Resources ~~area biologist~~ marine resource scientist that the status of shellfish resource and other factors bearing on sound management indicate that an area should be opened or closed, the Selectmen may call a public hearing and shall send a copy of the notice to the Department of Marine Resources. The decision of the Selectmen made after the hearing shall be based on findings of fact.

VII. Harvesting: The harvesting of shellfish within the town of Arrowsic is permitted only during those hours starting 1/2 hour before sunrise and ending 1/2 hour after sunset. It is unlawful to harvest shellfish using artificial light at any time.

It shall be unlawful for any person to harvest, take or possess shellfish from any areas closed by the town of Arrowsic in accordance with DMR Regulations, 13-188 CMR ch. 7. Harvesting shellfish in a closed area is a violation of this ordinance and is punishable under 12 M.R.S.A §6671. Boundaries of conservation closures are explicitly defined in the conservation closure application submitted by the town of Arrowsic to DMR and are part of the resulting permit issued by DMR. These permits are posted at the town office and online on the DMR Nearshore Marine Resources Program website.

VIII. Minimum Legal Size of shellfish: Within the Town of Arrowsic, it is unlawful for any person to possess soft shell clams which are less than two (2) inches in the longest diameter to the amount of not more than ten (10) percent of any lot; quahogs which are less than one (1) inch at the hinge to the amount of not more than five (5) percent of any lot; razor clams which are less than four (4) inches in length to the amount of not more than ten (10) percent of any lot; American oysters which are less than two and a half (2.5) inches in the longest diameter to the amount of not more than ten (10) percent of any lot; or European oysters which are less than three (3) inches in the longest diameter to the amount of not more than ten (10) percent of any lot.

~~A. Definitions:~~

1. Lot: The word “lot” as used in this ordinance means the total number of soft shell clams shellfish in any bulk pile. Where soft shell clams shellfish are in a box, barrel, or other container, the contents of each box, barrel, or other container constitute a separate lot.

2. Possess: For the purpose of this section, “possess” means dig, take, harvest, ship, transport, hold, buy and sell retail and wholesale soft shell clams shellfish shell stock.

A. Tolerance: The tolerance shall be determined by count of not less than one peck nor more than four pecks taken at random from various parts of the lot or by a count of the entire lot if it contains less than one peck.

IX. Stopping for inspection

A. It shall be unlawful for the operator of a motor vehicle, boat, vessel, or conveyance of any kind, or any person:

1. To fail or refuse to stop immediately upon request or signal of any municipal shellfish conservation warden in uniform.
2. After he has stopped, to fail to remain stopped until the Warden reaches his immediate vicinity and makes known to that operator the reason for the request or signal.
3. To fail or refuse to stand by immediately for inspection on request of Warden.
4. Who has been requested or signaled to stop by the Warden to throw or dump into any water any marine organism, or any pail, bag, barrel or other container of any type, or the contents thereof, before the municipal Warden has inspected the same.

X. Penalty: A person who violates this ordinance shall be punished as provided by 12 M.R.S.A. Section 6671 (10).

XI. Effective Date: This ordinance, which has been approved by the Commissioner of Marine Resources, shall come into effect upon its adoption by the town provided a certified copy of the ordinance is filed with the Commissioner within twenty (20) days of its adoption.

XII Separability: If any section, subsection, sentence or part of this ordinance is for any reason held to be invalid or unconstitutional, such decisions shall not affect the validity of the remaining portions of this ordinance.

XIII Repeal: Any ordinance regulating the harvesting or conservation of shellfish in the town and any provisions of any other town ordinance which is inconsistent with this ordinance is hereby repealed.

Certified: Attest: Town Clerk

Date: _____ Date: _____

Art.64 was moved, seconded and passed.

Art. 65. To see what date the Town will select for the 2027 Annual Town Meeting. Selectmen recommend Thursday, June 10, 2027, at 6:30pm, at the Arrowsic Fire Station.

The article was moved and seconded.

Prior to a vote on the article a request was made to consider having childcare at future town meetings. The select board responded that the request will be considered.

Art. 65 passed unanimously.

The meeting adjourned at 7:50pm.

Respectfully submitted,

Barbara Boyce, Town Clerk

Selectmen:

Walter Briggs

DeeDee Jorgensen

Jennifer Geiger