

Poland Newsletter

CHARTER COMMISSION INFO

At the June 14, 2022 Municipal Referendum Election the Townspeople voted to open the Charter for review and elected six Charter Commission members. The Board of Selectpersons then appointed three additional members to the Charter Commission, as allowed by state statute. The Charter Commission worked efficiently and reviewed the entire Town Charter. They now come to the townspeople at the Municipal Referendum Election to be held on November 8, 2022 to ask for approval on the proposed changes that they have made. All changes have been reviewed by an Attorney, required by State Statute, to be sure that the proposed changes meet all state and federal laws.

Elected Commission Members:

Walter Gallagher – Chair
Suzette Moulton – Vice Chair
Arthur Berry
Barbara Merrill
James Porter
James Walker, Jr.

Appointed Commission Members:

Lorraine Bernier
Gayle Chick
Stephen Robinson

Color copies of the proposed charter changes can be found on our website at polandtownoffice.org, at the Town Office, Library, or by emailing a request to Nikki Pratt, Deputy Town Manager, at npratt@polandtownoffice.org. If you have any questions you may call and speak to Nikki Pratt at (207) 998-4601.



QUESTION 1 – ARTICLE 3

Shall the Town approve the Charter modification recommended by the Charter Commission and summarized below?

Summary: This modification will require (1) persons running for Selectperson to establish residence prior to taking out nomination papers; (2) provide that notice to Selectpersons of special meetings may be done by text message; (3) provide for roll call votes of the Board of Selectpersons; (4) authorize the Board to make investigations into the conduct of Town boards and committees and (5) prohibit a Selectperson from holding an elected office until one year after leaving office as a Selectperson. The Charter sections proposed to be modified are 2.1.b, 2.6.a, 2.6.d, 2.7 and 2.9.a.

2.1.b. Eligibility. Only qualified voters of the Town who reside in the Town shall be eligible to be nominated, to be elected, and to hold the office of Selectperson, and each Selectperson shall be sworn in the manner hereinafter prescribed. ~~Selectpersons shall establish such residence no later than the earliest date on which nomination petitions for the office may be circulated.~~ Those running for Selectpersons shall establish residence in the Town of Poland prior to taking out nomination papers to circulate.

2.6.a. Meetings. The Board of Selectpersons shall meet regularly at least once each month at such times and places as the Board of Selectpersons may prescribe. Special meetings may be held on the call of the Chair or of three (3) or more members of the Board of Selectpersons by causing notification to be given in hand, left at the usual dwelling place of each Selectperson, or sent by email or text message to the address on file at the Town Office for such purpose.

MUNICIPAL REFERENDUM ELECTION

Tuesday, November 8, 2022
8 AM – 8 PM
Upstairs – Town Hall

ABSENTEE BALLOTS ARE AVAILABLE
CALL 998-4601 OR STOP BY IN PERSON

2.6.d. Voting. Voting shall be by show of hands, or roll call when applicable, except that a vote recording the yeas and nays of the Selectpersons shall be taken upon the request of any Selectpersons.

2.7 Investigations and Subpoena Power. The Board of Selectpersons may make investigations into the affairs of the Town and the conduct of any Town department, office board, committee, or agency and for this purpose may establish by rule a hearing procedure that includes the issuance of subpoenas to compel the attendance of witnesses and the production of evidence, the administering of oaths, the taking of testimony, and other procedures.

2.9.a. Holding Other Office. Except pursuant to an agreement under the Interlocal Cooperation Act, no Selectperson shall hold any other Town office or employment by the Town while holding the office of Selectperson, and no former Selectperson shall hold any ~~compensated~~ elected or appointive Town office or Town employment until one year after leaving office of Selectperson.

QUESTION 2 – ARTICLE 4

Shall the Town approve the Charter modification recommended by the Charter Commission and reprinted below?

3.4 Absence of Town Manager; Vacancy. In any case involving the Manager's absence or disability for a period which is reasonably expected to be twenty-one (21) days or less, the Manager shall designate the Deputy Town Manager in writing, subject to the approval of the Board of Selectpersons, or a qualified administrative officer of the Town to exercise the powers and perform the duties of the Manager as acting Town Manager during such absence or disability and shall file said designation with the Town Clerk.

Items underlined are additions, items striked out are deletions that are proposed.

QUESTIONS ABOUT ANY THING THAT WILL BE VOTED ON AT THE MUNICIPAL REFERENDUM ELECTION

If you have any questions about any thing you see please contact any of the following:

BOARD OF SELECTPERSONS

Stephen Robinson, Chairperson
srobinson@polandtownoffice.org

Jane Pentheny, Vice-Chair
jpentheny@polandtownoffice.org

Nate McNally
nmcnally@polandtownoffice.org

Mary-Beth Taylor
mtaylor@polandtownoffice.org

Stanley Tetenman
stetenman@polandtownoffice.org

ADMINISTRATION

Matt Garside, Town Manager
mgarside@polandtownoffice.org
(207) 998-4601

Nikki Pratt, Deputy Town Manager
npratt@polandtownoffice.org
(207) 998-4601

STATE TAX STABILIZATION PROGRAM

To be eligible for the Program, an individual must meet all of the following as of April 1 of the property tax year for which they are requesting stabilization.

- 1) at least 65 years old,
- 2) a permanent resident of Maine,
- 3) have owned a Maine homestead for at least ten years, and
- 4) be eligible for a homestead exemption on the property

Applications are due no later than December 1st of each year.

QUESTION 3 – ARTICLE 5

Shall the Town approve the Charter modification recommended by the Charter Commission and summarized below? **Summary:** This modification will make revisions to personnel provisions of the Charter, including (a) removing the position of local sealer of weights and measures from the list of Town Manager appointees subject to confirmation by the Board of Selectpersons; (b) changes the term “Voter Registrar” to “Registrar of Voters” to be consistent with State law; (c) separates the appointment language for “Registrar of Voters” from the Town Clerk language to acknowledge that these may be separate individuals; (d) removes from the appointment list the positions of Deputy Town Clerk and Deputy Registrar of Voters since those positions are appointed by the Town Clerk and the Registrar of Voters under State law and (e) require that the Town’s Personnel Rules be reviewed every two years and include a wage scale. The Charter provisions proposed to be modified are Sections 5.1.2, 5.2.3 and 5.2.3.b.

5.1.2 Direction by Manager. All departments, offices and agencies under the direction and supervision of the Town Manager shall be administered by an officer appointed by and subject to the direction and supervision of the Town Manager. All department heads shall be appointed by the Town Manager, and the Manager’s appointment of the following administrative officers and positions shall be subject to confirmation by the Board of Selectpersons:

- a. Animal Control Officer
- b. Building Inspector
- c. Code Enforcement Officer
- d. Emergency Management Director
- e. Fire/Rescue Chief
- f. Health Officer
- ~~g. Local Sealer of Weights and Measures~~
- g. Plumbing Inspector
- h. Road Commissioner/Road Foreman
- i. Electrical Inspector
- j. Tax Collector
- k. Town Clerk/~~Voter Registrar/Deputies~~
- l. Treasurer
- m. Registrar of Voters
- n. Library Director

5.2.3 Personnel Rules. The Personnel Director shall prepare personnel rules not inconsistent with existing labor contracts. An administrative code of proposed personnel rules shall be submitted to the Board of Selectpersons no later than two (2) years after the effective date of this Charter. The Board of Selectpersons may adopt the proposed rules with or without amendment. These rules shall ~~provide for~~ be reviewed every two years and provide for:

5.2.3.b. A ~~pay plan~~ wage scale for all Town positions.

QUESTION 4 – ARTICLE 6

Shall the Town approve the Charter modification recommended by the Charter Commission and reprinted below?

5.5.5 Community Economic Development Committee. The Board of Selectpersons may appoint a Community Economic Development Committee which is an advisory committee to the Board of Selectpersons.

5.5.6 Scholarship Committee. There shall be a five-member Scholarship Committee, serving staggered terms of five years, appointed by the Board of Selectpersons. The Scholarship Committee shall oversee the Poland Scholarship Fund. This includes reviewing of applications and the proposal of disbursement of funds that shall go to the Board of Selectpersons for final approval.

5.5.7 Library Trustees. Pursuant to the December 7, 2011 Order of the Probate Court, the Board of Selectpersons shall be the Library Trustees and have oversight of the department and financials.

5.5.8 ~~Ricker Memorial Library~~ Library Committee. The Ricker Memorial Library shall be considered an administrative department of the town subject to the general supervision and oversight of the board of trustees elected according to Article VIII, who shall select and appoint the librarian and other employees subject to the general personnel rules of the town adopted according to Part 2 above. The Library Board of Trustees shall consist of a five (5) member board with a three year term. No member may be elected to more than two (2) consecutive terms as Chair. The Library Committee shall be a five-member committee, serving staggered terms of three years, appointed by the Board of Selectpersons. They shall serve as an advisory committee to the Board of Selectpersons; and to the Town Manager with the hiring of the Library Director.

QUESTION 5 – ARTICLE 7

Shall the Town approve the Charter modification recommended by the Charter Commission and summarized below? **Summary:** This modification would (1) allow Town Meeting to be held by referendum vote at the polls in June of each year and would require the Board of Selectpersons to hold at least two public hearings prior to signing of the warrant; (2) change time lines for budget due dates due to a later Town Meeting date; (3) incorporate holding a public hearing for the Capital Improvement Plan that coincides with one of the mandated public hearings before Town Meeting; (4) removes language about the availability of Town Reports and Audit Reports as that is pursuant to state law 30-A M.R.S.A. §2801; (5) incorporates language that states that if a budget article fails at the referendum vote that the budget amount for that article for the immediately preceding fiscal year shall be deemed adopted; (6) Municipal Elections shall be held concurrently with the June Town Meeting referendum vote. The Charter sections proposed to be modified are 6.2.a, 6.9.a, 6.9.c, 6.9.d, 7.1, 7.2, 7.3.a, 7.3.b, 7.4.1, 7.6.a, 7.6.b, 7.7, 7.8.a, and 8.1.

6.2.a. Submission of Municipal Budget; Budget Messages. On or before the fifteenth day of ~~February~~ April each year, the Town Manager shall submit to the Board of Selectpersons the wage scale and line item budgets for the Town's administrative departments both in fiscal terms and in terms of programs for the ensuing fiscal year, which budgets shall constitute and be known as the "Municipal Budget."

6.9.a. Submission to Board of Selectpersons. The Town Manager and the School Committee shall prepare and annually submit to the Board of Selectpersons a five-year capital program on or before the first day of ~~January~~ March.

6.9.c. Budget Committee Review. The Budget Committee shall review the proposed capital program each year and forward its recommendations to the Board of Selectpersons no later than the first day of ~~March~~ April.

6.9.d. Adoption. ~~The Board of Selectpersons shall fix a time and place for holding a public hearing on the capital program, and shall give public notice of such hearing in accordance with the general law. The Board of Selectpersons shall adopt the capital program with or without amendments after such public hearing; provided that any appropriations necessary to carry out the capital program must be approved as part of the Budget at a Town Meeting. The Capital Improvement Plan will be outlined during the public hearing process.~~

7.1 Authority and Membership. Except as otherwise provided in this Charter, the legislative authority of the Town shall be vested in the Town Meeting. All registered voters of the Town shall be members of the Town Meeting and shall be eligible to vote on matters that come before it. A quorum to elect a Moderator and to proceed with an election process shall be a minimum of ~~ten (10)~~ five (5) registered voters. ~~The business portion of a Town Meeting shall be a minimum of one hundred (100) registered voters and the quorum must stand for the remainder of the business meeting.~~ Except as provided for in this Charter, the general law shall govern the calling of and proceedings at Town Meeting.

7.2 Annual Town Meeting. The annual Town Meeting shall be held by referendum vote and be held concurrent with the State of Maine June election, except if no State election is scheduled the Town Meeting referendum vote shall be held the second Tuesday in June from 8 AM – 8 PM, the first Saturday of April, except when it falls on Easter weekend, in which case it shall then be held the second Saturday of April, at the time and place decided by the Board of Selectpersons and shall be announced in accordance with Section 7.3.

7.3.a. Each Town Meeting shall be called by a warrant in accordance with the general law, except that the warrant shall be posted in a least three (3) conspicuous places at least fifteen (15) days before the Town Meeting referendum vote.

7.3.b. ~~Copies of the Town Report, if any, and warrant for the Town Meeting shall be made available at the Town Office at least fifteen (15) days before Town Meeting.~~

7.3.b. Copies of the full audit report shall be available for review by request at the Town Office if the annual report has not been made available for review at least fifteen days before the date of the Town Meeting, then the date of the Town Meeting shall be postponed until a later date set by the Board of Selectpersons. There shall be two public hearings held prior to the signing of the warrant, for purpose of explanation of the warrant articles, one at least fifteen (15) days before signing the warrant and one at least seven (7) days before signing of the warrant to allow for public comment. All public hearing and notifications thereof shall be in accordance with general law. Public comment time will not be limited unless the Board of Selectpersons feels it is necessary due to meeting time constraints.

~~d. All public hearings and notifications thereof shall be held in accordance with the general law.~~

7.4.1 All articles shall be voted on by a ~~show of hands or paper ballots.~~ referendum ballot at the polls

7.6.a. The warrant shall contain, in the form of articles, those items enumerated in Section 7.8. Articles may be placed in the warrant of the Town Meeting by majority vote of the Board of Selectpersons, or by petition of at least one hundred (100) registered voters of the town. Each article concerning an appropriation shall contain the recommendation of the Budget Committee, if any is made, and the recommendation of the Board of Selectpersons. Except for articles initiated by petition of the voters, the Board of Selectpersons shall determine the wording and order of the articles in the warrant, subject to the limitations in subsection (b), below. The warrant must be signed by a majority of members of the Board of Selectpersons. ~~Warrant articles will be written "Capped" or "Close ended."~~

7.6.b. Ordinances. An ordinance, which is to be voted on at Town Meeting, shall be presented as a warrant article by title only. The warrant article title of an ordinance may differ from its legal title but shall be a clear and concise statement regarding the substance of the measure without argument or slanting. Included in the article shall appear the following question: "To see if the Town Shall an ordinance entitled _____ be enacted? A copy of the Ordinance is on file in the Town Clerk's Office adopt the ordinance (in the form on file with the Town Clerk)." The Board of Selectpersons shall ensure that there are a sufficient number of copies of any and all proposed ordinances available before and at the Town Meeting referendum vote for voter review. An ordinance will be considered enacted by the Town Meeting referendum vote upon approval by a simple majority of those voting effective as of the effective date stated in the proposed ordinance or absent an effective date contained in the ordinance itself, effective upon enactment.

7.7 Closing of the Warrant for Annual Town Meeting. No articles shall be allowed to be placed in the warrant for the annual Town Meeting less than fifteen (15) days before the annual Town Meeting referendum vote date.

7.8.a. The various appropriations and expenditure articles that comprise the Annual Budget or that are properly placed on the warrant at a special or annual Town Meeting; if a budget article fails, the budget amount for that article for the immediately preceding fiscal year shall be deemed adopted.

8.1 Municipal Elections. The regular municipal election for members of the Board of Selectpersons, School Committee, ~~Library Trustees,~~ and the elected members of the Budget Committee shall be held annually ~~on the Friday preceding the annual Town Meeting~~ at the Town Meeting referendum vote in June. All elections shall be conducted on a nonpartisan basis and without party designation on petitions and ballots. Except as otherwise provided by this Charter, the provisions of the general law shall govern the qualifications of voters, the registration of voters, the manner of voting, absentee ballots, the duties of election officers and all other matters relating to the preparation for, conduct and management of elections. ~~In order to hold an elected office a person must have resided in the town for at least one (1) year.~~

WHY CHANGE HOW TOWN MEETING IS DONE?

Like others you may be wondering why we are looking to change town meeting from in person to a referendum (ballot) vote. There are a few reasons for doing this that the Board discussed before asking the townspeople to open the Charter for amendments. The following lists the PROS of changing how town meeting will be held in the future:

- 1) Referendum ballot gives everyone, even those on vacation, hospitalized, or at work, an opportunity to vote in person or by absentee ballot on the Town's budget and ordinances.
- 2) More townspeople voices will be being heard as we look to adopt or amend ordinances and budget items.
- 3) No more "by a show of hands" voting so people are more comfortable truly voting how they wish.
- 4) There is no requirement for a Saturday morning town meeting with at least 100 registered voters present, which has become increasingly difficult over the years.
- 5) Holding town meeting concurrent with the State election means that those voting in person do not have to come out another time for another election.
- 6) Lines up all timelines to be the same as State with nomination papers.

IF YOU WISH TO SUPPORT CHANGING TOWN MEETING TO A REFERENDUM VOTE (BALLOT) VS. IN PERSON THIS WILL BE QUESTION 5 ON THE MUNICIPAL REFERENDUM BALLOT AND WOULD REQUIRE A "YES" VOTE.

QUESTION 6 – ARTICLE 8

Shall the Town approve the Charter modification recommended by the Charter Commission and summarized below? **Summary:** This modification would (1) remove the Library Board of Trustees from the list of elected candidates since the Board of Selectpersons serves as the Library Board of Trustees; (2) state that the timing for issuance of nomination petitions shall comply with the requirements of State law. The Charter sections proposed to be modified are 8.2.a and 8.2.b.

8.2.a Candidates for Board of Selectpersons, School Committee, ~~Library Board of Trustees~~ and the elected members of the Budget Committee shall be nominated by petition. Any qualified voter of the Town may be nominated for election as a member of the Board of Selectpersons, School Committee, ~~Library Board of Trustees~~, or Budget Committee by a nomination petition containing the signatures of not less than twenty-five (25) nor more than fifty (50) qualified voters of the Town. Nomination papers shall be filed on forms provided by the Town Clerk. Each petition shall clearly indicate the office to which nomination is sought. The Clerk shall ~~not issue nomination petitions more than one hundred fifteen (115) days before the election.~~ issue nomination petitions in the same manner and time line as outlined in 30-A M.R.S.A. § 2528. The signatures on a nominating petition need not all be on the same paper, but an affidavit that has been executed by the circulator shall be attached to each separate sheet of the petition. The circulator shall state in the affidavit the number of signatures on the paper, that each signature was affixed in the circulator's presence, and that the circulator believes it to be the genuine signature of the person whose name it purports to be. The petitioners shall sign their names in ink. Each signer shall indicate his or her street address next to his or her signature. The name and address of the signers and of the candidates do not have to be identical in form to the voting registration list as long as their identity can be clearly determined from the information provided. There is no limit on the number of petitions that may be signed by any one voter.

8.2.b. Filing and Acceptance. All separate papers comprising a nominating petition shall be assembled and filed with the Town Clerk ~~as a single document not earlier than eighty five (85) nor later than forty five (45) days before the scheduled date of the election. If the forty fifth day falls on a Saturday, Sunday, or day recognized by the State of Maine as a legal holiday, the final filing date shall be the next regular business day.~~ in accordance with the timeline set forth in 30-A M.R.S.A. §2528. The Board of Selectpersons may, on the recommendation of the Town Clerk, set a shorter time for filing **nomination** petitions in the case of special elections but under no conditions shall the time for circulating nominating petitions be less than ten (10) days nor the last filing day be less than fourteen (14) days before the day of the election. The Clerk shall note the time and date when each nominating petition is filed. No petition shall be accepted unless accompanied by a signed acceptance of the nomination by the candidate in the form prescribed by the Clerk.

WHAT IS THE POLAND TOWN CHARTER?

The Town Charter is the document that governs how the Town of Poland is established and ran as a municipal government. The enacted Town Charter was adopted by the inhabitants of Poland in 2008.

The Town Charter can be found on our website at
<https://www.polandtownoffice.org/sites/g/files/vyhlif4886/f/uploads/charter.pdf>

or simply go to www.polandtownoffice.org and in the search box in the upper right corner type **CHARTER**.

ABSENTEE BALLOT VOTING

If you will be unable to vote at the polls for the November 8, 2022 election you can request an absentee ballot. Absentee ballots can be obtained by one of the following methods:

- Call the Town Office at 998-4601 and request a ballot be mailed to you
- Go into the Town Office and request your absentee ballot in person
- Go online to maine.gov/sos/cec/elec/ and click on the featured link on the right side of the page that says "Absentee Ballot Request Service"

Absentee ballots are available thirty days prior to election day. If you have already requested your ballot be mailed to you please give us time to maile them before making another request.

QUESTION 7 – ARTICLE 9

Shall the Town approve the Charter modification recommended by the Charter Commission and summarized below? **Summary:** This modification will establish that the terms of elected officials will begin on July 1 after the effective date of the Charter revision and provides for the extension of the term of Selectpersons and other elected officials then in office to continue their terms until July 1, 2023; (2) establish that any board or committee can vote to recuse a member by a majority vote. The Charter sections proposed to be modified are 10.1, 10.3, and 11.1.

10.1 Terms of Elected Officials. The terms of all elected officials shall begin ~~at the first regular meeting following the annual Town Meeting upon July 1st contingent upon~~ their taking the prescribed oath of office. Every elected official shall serve for his or her prescribed term and thereafter, if necessary, until his or her successor is elected and qualified. ~~This does not apply to elected School Committee members as their term shall be served from July 1st until June 30th.~~

10.3 Conflicts of Interest. If any elected or appointed officer, official, employee, or the spouse of any such person, has a substantial financial interest, direct or indirect, in any contract with the Town or in the purchase or sale of any land, material, supplies, or service to the Town or to a contractor supplying the Town, that person shall make known that interest and shall refrain from voting or otherwise participating in his or her capacity as an elected or appointed officer, official, or employee in making any such purchase or sale or in making such contract. Any board or committee can also recuse a member by a majority vote of the remaining members of the board or committee who are present and voting at the meeting. Any such person who willfully conceals said financial interest or that of his or her spouse, or willfully violates the requirements of this Section shall be guilty of malfeasance in office or position and shall forfeit the same. Any contract made in violation of this Section shall be voidable by the Town.

11.1 Effective date. This Charter, if adopted by the Town of Poland voters at the June 10, 2008, election, shall become effective on July 1, 2008, for all purposes, except that the transitional provisions for the purposes of conducting elections shall take effect immediately. The first local election held under the authority of this Charter will be the next general election in 2009 as provided in Article 8.1.

a. Any amendments to this Charter approved by the voters at the November 8, 2022 elections shall become effective on July 1, 2023 except that the first Town Meeting referendum vote held under the authority of the Charter will be held on June 13, 2023. Selectpersons and other elected officials whose term of office would end after the March 2023 vote will continue in office until July 1, 2023.

OTHER TOWN NEWS

- **Tripp Lake Boat Ramp Repair.** Public Works repaired the Tripp Lake boat Ramp recently. The repair included replacing several sections that were worn and broken. The ramp was also extended much farther out into the lake so boaters can more easily get their boats on trailers. While at the site, the dry hydrant was also cleared and it is now fully operational. Repair costs were covered by a grant from Department of Agriculture, Conservation & Forestry Submerged Lands Program.
- **Municipal Park.** We are pressing ahead with plans for the municipal park that will be located directly behind the Library. We've applied for a Land and Water Conservation Fund grant and expect to hear soon if we were awarded those funds. Additional funding for the project is coming from in kind labor and material donations. Finally, you will see some new plants and shrubs around the Town Office soon. These are being purchased now, at a significant discount, from Shaker Hill Nursery. They will become part of the botanical garden in the park.
- **Sewer Extension.** The Town recently installed an extension to the sewer system. That extension took the sewer from the RT 122/26 intersection up over the top of the hill and down to Range Pond. The project is now complete and fully operational. Project cost was \$2.8M – well under our \$4.3M budget.

A.B. RICKER LIBRARY EXPANSION

At Town Meeting, voters approved funding for expanding the Library. That effort is moving forward and we hope to start construction next summer. Work to date has included a significant contribution made by the Library Working Group to define requirements and desired features. The next step is for a smaller Design Group to take that information and work with the architect to develop drawings. In addition to funding approved by voters, a number of grants have been applied for as well. The project is on track – future updates will be made at Select Board meetings so stay tuned.

TRANSFER STATION HOURS

Sunday 7 AM – 5 PM
Monday 7 AM – 5 PM
Thursday 7 AM – 5 PM
Saturday 7 AM – 5 PM

TOWN OFFICE HOURS

Monday 9 AM – 7 PM
Tuesday 9 AM – 4 PM
Wednesday 9 AM – 4 PM
Thursday 9 AM – 4 PM
Friday 9 AM – 4 PM

Town of Poland
1231 Maine Street
Poland, ME 04274

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Local
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Your Opinion Counts

- Please make your opinion count by voting on Tuesday, November 8th at the Municipal Referendum Election. Polls will be open from 8 AM – 8 PM, upstairs at the Town Hall. Absentee ballots are available.

DOG LICENSING

Dog owners in Poland are required by state law to license their dogs no later than when the dog reaches the age of 6 months or no later than 10 days after taking ownership of a dog. Owners must show a current rabies certificate and proof of neutering/spaying, if applicable, each year no later than January 31st. After that date a \$25 late fee is charged by State Law.

Male/Female: \$11.00

Male/Female (Neutered/Spayed): \$6.00

Kennel License: 1-10 Dogs, \$42.00. *Facility must meet all Town Ordinances and be approved by the Animal Control Officer before the license can be issued.*