

**Location: Town Office, Council Chambers  
21 Water Street, 2nd Floor**

**Viewing on: Pioneer Cable – Channel 400  
Spectrum Cable – Channel 1301**

**Public Participation thru Zoom:**

**Meeting ID: 856 7271 4460  
NO PASSCODE NEEDED  
CALL-IN: 1-929-205-6099**

## **AGENDA**

**Special Council Meeting**

**March 23, 2026  
5:00 PM**

### **Executive Session**

**(S030426-1) Council enters Executive Session with the Town Attorney and the Interim Town Manager to discuss potential acquisition of easements for highway purposes pursuant to MRSA Title 1, Section 405(6)C, and contemplated litigation and settlement offers and matters pursuant to MRSA Title 1, Section 405(6)E regarding the Foxcroft Road reconstruction project.**

### **V. Adjournment**

**Location: Town Office, Council Chambers  
21 Water Street, 2nd Floor**

**Viewing on: Pioneer Cable – Channel 400  
Spectrum Cable – Channel 1301 or Channel 7**

**Public Participation thru Zoom:**

**Meeting ID: 856 7271 4460  
NO PASSCODE NEEDED  
CALL-IN: 1-929-205-6099**

## **AGENDA**

**Regular Council Meeting**

**March 23, 2026  
6:00 PM**

**Pledge of Allegiance**

**Public Comments**

**I. Minutes: Special & Regular Council Meeting of March 9, 2026, Special Council Meeting of March 12, 2026 and Special Council Meeting of March 16, 2026**

**II. Old Business**

**III. New Business**

**A. (030226-1) Council accepts the Tax Anticipation Note (TAN) bid from Katahdin Trust Company for \$1,715,000 at an interest of 3.98% on as an as needed basis and authorizes the Interim Town Manager to sign all documents.**

**3 bids were received.**

**B. (030226-2) Council authorizes the Canopy Crew to create the proposed “Chamber Garden” at the Houlton Chamber of Commerce located at 109 Main Street. (Note: No additional funds will be provided by the town).**

**Presented at the last Council Meeting.**

**C. (030226-3) Council authorizes the Canopy Crew to begin development of the proposed project on the Riverfront Trail on the lot known as the “Sprague Property”. (Note: No additional funds will be provided by the town).**

**Presented at the last Council Meeting.**

**D. (030226-4) Council confirms the Interim Town Manager's appointment of Crystal Lewis as the Recreation Director.**

**E. (030226-5) Council accepts the grant award of \$1,500 from the Quimby Family Foundation for the StoryWalk.**

**Thank you.**

**F. (030226-6) Council accepts the donation of \$250 from Machias Savings Bank for the StoryWalk.**

**Thank you.**

#### **IV. Discussion and Reports**

**A. Crematorium**

**B. Town Managers Report**

**C. Councilors' Remarks**

#### **V. Executive Session**

**(030226-7) Council enters Executive Session with the Interim Town Manager and Janice Bland to discuss potential property acquisition where premature disclosure of the information would prejudice the position of the Town, pursuant to MRSA Title 1, Section 405(6)C.**

**(030226-8) Council enters Executive Session with the Interim Town Manager and the Police Chief for the purpose of discussing personnel matters, pursuant to MRSA Title 1, Section 405(6)A.**

#### **VI. Adjournment**

**Special Council Meeting  
March 9, 2026**

Chair Lake called the meeting to order at 5:00 PM with all Councilors present, except Councilor Schools who was excused.

**Executive Session**

(S020326-1) It was moved by Councilor Councilor Tortello, seconded by Councilor Torres that Council enter into Executive Session with the Town Attorney and the Interim Town Manager for the purpose of union negotiations, pursuant to M.R.S.A Title 1, Section 405(6)D.

Vote was taken as follows: Councilor Grant, yes; Councilor Craine, yes; Councilor Maguire, yes; Councilor Torres, yes; Councilor Tortello, yes.

Council entered Executive Session at 5:00 PM. Councilor Schools arrived at 5:03 PM and entered Executive Session.

Council returned to Open Session at 6:12 PM.

V. **Adjournment:** On motion by Councilor Tortello, seconded by Councilor Craine the meeting adjourned at 6:14 PM with all in favor.

**Regular Council Meeting  
March 9, 2026**

Chair Lake called the meeting to order at 6:14 PM with all Councilors present.

**Public Comments- None**

I. **Minutes:** It was moved by Councilor Tortello, seconded by Councilor Torres that the Special & Regular Council Meeting of February 23, 2026 minutes be approved as presented.

Councilor Tortello suggested an addition to the Regular Council Meeting minutes Item 5 (V) Executive Session to note that Councilor Maguire did vote to enter Executive Session but did not attend due to being on Zoom.

All were in favor with the addition.

II. **Old Business**

A. (020126-6) Chair Lake declared the Public Hearing open on the following: The Town of Houlton ordains that taxes are due and payable when rendered and no later than October 15, 2026, and delinquent taxes shall bear interest at the rate of 7% per annum from and after October 15, 2026 until paid in full, such interest to be added to and become part of the taxes. (Note this is in accordance with MRSA 36, Sec. 505.4)

Chair Lake noted that this is an annual requirement.

There being no public comments, the Chair closed the Public Hearing.

It was moved by Councilor Tortello, seconded by Councilor Torres to approve the order.

Interim Town Manager Ketch noted that the interest rate is set by what the state advises.

Vote was taken as follows: Councilor Tortello, yes; Councilor Torres, yes; Councilor Maguire, yes; Councilor Craine, yes; Councilor Schools, yes; Councilor Grant, yes.

The order passed.

B. (020126-7) Chair Lake declared the Public Hearing open on the following: The Town of Houlton ordains that taxes in excess of the final assessment shall be repaid from the date of overpayment at 3% interest in accordance with MRSA 36, Sec. 506A.

Chair Lake noted that this is an annual requirement.

There being no public comments, the Chair closed the Public Hearing.

It was moved by Councilor Tortello, seconded by Councilor Torres to approve the order.

Vote was taken as follows: Councilor Grant, yes; Councilor Schools, yes; Councilor Craine, yes; Councilor Maguire, yes; Councilor Torres, yes; Councilor Tortello, yes.

The order passed.

**III. New Business**

**A. (030126-1) Chair Lake declared the Public Hearing open on the following: Council approves the execution of the application to the Department of Public Safety Bureau of Alcoholic Beverages by Broadway Incorporated, d/b/a Ivey's Motor Lodge/Ivey's Bistro, located at 241 North Street, for renewal of liquor license.**

**Chair Lake noted that approval is required.**

**There being no public comments, the Chair closed the Public Hearing.**

**It was moved by Councilor Tortello, seconded by Councilor Torres to approve the order.**

**Interim Town Manager Ketch noted that the application was administratively clear.**

**Vote was taken as follows: Councilor Tortello, yes; Councilor Torres, yes; Councilor Maguire, yes; Councilor Craine, yes; Councilor Schools, yes; Councilor Grant, yes.**

**The order passed.**

**B. (030126-2) It was moved by Councilor Tortello, seconded by Councilor Torres that Council approves execution of the Cooperative Agreement between the Town of Houlton and the Town of Princeton and authorizes the Interim Town Manager to sign all documents.**

**Chair Lake noted that Houlton doesn't have an Airport Improvement Program Project for FY2026.**

**Interim Town Manager Ketch noted that this is something that has been done in the past. She noted that some of our FAA funds will expire this year. She noted that the Town of Princeton has a project for their airport and will reimburse us \$60,000 of their funds next year.**

**Councilor Grant asked if Princeton had already applied for and knew they would receive a grant. Ketch replied that it was her understanding that it's an annual appropriation from the FAA each year. She noted that the FAA will send us the \$60,000 instead of sending Princeton their full amount.**

**Councilor Tortello noted that she remembered doing this in the past and thought it was nice to be able to collaborate with other small airports. She asked for clarification about the \$56,716 expiring but transferring \$60,000. After discussion, it was noted that the difference would be transferred even though it wasn't set to expire.**

**Vote was taken as follows: Councilor Tortello, yes; Councilor Torres, yes; Councilor Maguire, yes; Councilor Craine, yes; Councilor Schools, yes; Councilor Grant, yes.**

**The order passed.**

**C. (030126-3) It was moved by Councilor Tortello, seconded by Councilor Torres that Council accepts the bid of \$45,298 each from Quirk Auto Group to purchase two Ford Police Interceptors for the Police Department.**

**Chair Lake noted that 4 bids were received.**

**Interim Town Manager Ketch noted that this was approved in capital in the budget. She explained that part of the RFP was that the vehicles be available within 30 days, and only one bidder could do that.**

**Councilor Tortello noted her appreciation that each dealer was upfront about what they could do.**

Chief DeLuca explained that each dealership was called back to ensure that they didn't have any in stock. He noted that ideally he would recommend the lowest bid but it would be a long time out and they are needed now.

Vote was taken as follows: Councilor Grant, yes; Councilor Schools, yes; Councilor Craine, yes; Councilor Maguire, yes; Councilor Torres, yes; Councilor Tortello, yes.

The order passed.

D. (030126-4) It was moved by Councilor Tortello, seconded by Councilor Torres that Council authorizes the Interim Town Manager to waive the bid process to purchase Taser Electronic Energy Weapons from Axon Enterprises, Inc. for \$13,438.32 per year for 5 years, totaling \$67,191.60.

Chair Lake noted that this is the Sole Source provider of Taser products.

Interim Town Manager Ketch noted that this is the only company that provides these. She noted that this was also approved in the capital for the budget.

Councilor Tortello noted that she recalled this conversation during budget and that the price had been negotiated down.

Vote was taken as follows: Councilor Grant, yes; Councilor Schools, yes; Councilor Craine, yes; Councilor Maguire, yes; Councilor Torres, yes; Councilor Tortello, yes.

The order passed.

E. (030126-5) It was moved by Councilor Tortello, seconded by Councilor Torres that Council accepts the \$13,000 ATV Enforcement Grant from the State of Maine Department of Inland Fisheries & Wildlife for the Police Department.

Chair Lake noted that \$8,000 was for general enforcement and \$5,000 for multi-jurisdictional enforcement.

Interim Town Manager Ketch explained that this is to have the Police enforce ATVs on the roads when they shouldn't be.

Chief DeLuca thanked the Department of Inland Fishers and Wildlife for this grant. He explained that Houlton has miles and miles of ATV trails and access roads so this will allow them to enforce and educate.

Councilor Grant asked what the town had in place for noise mitigation on access roads. He noted that he lives on an access road and sometimes people drive by aggressively and finds it concerning.

DeLuca explained that 95% of the roads in Houlton are access roads, the only ones that aren't are the immediate downtown area and state roads. He noted that some state roads within the compact urban line are accessible. He explained that the ordinance states that access roads are only accessible when the trails are opened until the trails close which is determined by our local ATV clubs. He noted that it's only allowed during daytime hours and 10 mph. He noted that this grant will allow officers to go to areas that we're having problems with.

Councilor Schools noted that he agrees with having access roads for safety reasons.

Vote was taken as follows: Councilor Grant, yes; Councilor Schools, yes; Councilor Craine, yes; Councilor Maguire, yes; Councilor Torres, yes; Councilor Tortello, yes.

The order passed.

#### **IV. Discussion and Reports**

##### **A. Canopy Crew Projects**

Susan Bushey and Paula Woodworth from the Canopy Crew passed out some pictures to give an idea of what the projects they are proposing would look like. Mrs. Bushey explained that the Chamber Garden would go along the side of Kellerman Street and be approximately 80 feet long and 40 feet wide. She explained that the spot would need to be tilled and covered with a special material for the summer to smother the weeds. She noted that the flowers would be planted in the fall. She noted that they would like to do granite cobblestones around it with a feature in the middle like a bird bath. She noted that they have been consulting with people for guidance on this project. She noted that the Audubon Society doesn't have any projects in northern Maine and would like to help. She explained that they would be starting plants or finding a good source to buy them. She noted that signs would be put up to inform people of what's coming. Interim Town Manager Ketch noted that this would go on the next agenda for approval.

The second proposed project is a gazebo 10-12 feet in diameter on Riverfront Trail where the Sprague property was. Mrs. Bushey explained that a natural pollinator garden would be developed around it. She noted that this project will take some time to do and if permission is given, they will start looking for advice and donations. Councilor Torres who is part of the Canopy Crew noted that there is log home companies in town that may be willing to donate the lumber. She also noted that there are some very talented people that would help build it. She explained that after consulting with Josh McLaughlin, it was noted that the area was uneven and would need to be leveled with 6-8 inches of loam brought in.

Councilor Tortello stated that she thought this would be a very nice addition to the trail. She noted that there's quite a few people that use Riverfront Trail for informal outdoor weddings in the summer and sees this as an ideal venue for that. She asked if it would be appropriate to get feedback from the Riverfront Committee. It was noted that the committee no longer exists. Councilor Torres noted that she would like to see a Riverfront Committee again.

Interim Town Manager Ketch noted that the two proposals will be on the agenda for the next meeting.

##### **B. Town Managers Report**

Interim Town Manager Ketch noted that this past weekend was the last weekend for ice at the Civic Center. She noted that the ice will be coming out soon to gear up for spring and summer activities. She noted that there was an article in the paper recently about assessment valuations that she has received questions about. She reminded everyone that this was addressed earlier, and that everyone got a letter with their tax bills last year. She noted that a copy of the letter is also on the town's website on the Assessor page. She noted that closer to commitment time, the Assessor could come in and explain it more thoroughly.

Councilor Tortello noted that the article was eye opening and noted the importance of folks being aware of this. She asked what the certified ratio was last year and what the percentage was 3 years ago when the valuations were adjusted.

Ketch explained that it was based on market values and is a couple of years behind. She noted that the ratio affects the homestead exemption, veteran exemption, and the exemption for the blind. Councilor Grant added that valuation increases impact the town's requirement for the school.

Councilor Grant asked if it would be a flat revaluation to adjust all properties to 100% or is each property being brought up to what the assessed value should be. Ketch replied that her understanding was that we don't have to be right at 100% but the Assessor would explain further at a meeting in May/June.

Ketch reminded everyone that the Rotary Club is holding a meeting on Wednesday at 6 PM at the Higher Education Center for community input on a community project. She also reminded everyone that there would be a public information meeting on the Downtown Sidewalk Project on Tuesday, March 24<sup>th</sup> at 5 PM in Council Chambers.

**C. Councilors' Remarks**

Councilor Grant noted that he also wanted to mention the Rotary meeting and noted that he believes the discussion is about a new trailhead. He noted that it's a great tie-in with conversations that were had tonight.

Councilor Craine noted that he had had the opportunity to attend a ribbon-cutting ceremony of the Wabanaki Cultural Heritage Exhibit. He noted that he felt it was great to have the exhibit in Houlton and encouraged everyone to go see it. He noted that it is in the back corner of the Maine Tourism building. He noted that that he had noticed that the flag on the corner of Pleasant and Highland is tattered and inquired who was responsible. It was noted that it had been reported. Councilor Torres noted that there is a group that puts the flags up and takes care of them.

Councilor Maguire noted that there was a strong odor of feces this morning on Main Street and asked if anyone knew the reason. Ketch replied that he may want to check with the water company as there may be an issue with a sewer line.

Councilor Torres noted that the banners were changed out this morning and thanked Ray Jay and Skylar for their help. She noted that Ivey's Bistro is doing renovations and can't wait to see it once finished.

Councilor Tortello noted that the town is a member of Maine Municipal Association and feels its money well spent. She noted that they are excellent advocates for municipalities on all kinds of issues. She noted that they have a useful publication that comes out weekly when the legislature is in session that explains the bills and what they would mean to the towns.

Chair Lake thanked everyone that comes to the meetings and noted that spring is on the way.

**V. Executive Session**

(030126-6) It was moved by Councilor Tortello, seconded by Councilor Torres that Council enters Executive Session with the Interim Town Manager for the purpose of discussing personnel matters, pursuant to MRSA Title 1, Section 405(6)A.

Vote was taken as follows: Councilor Tortello, yes; Councilor Torres, yes; Councilor Maguire, yes; Councilor Craine, yes; Councilor Schools, yes; Councilor Grant, yes.

Council entered Executive Session at 7:08 PM and returned to Open Session at 7:35 PM.

**VI. Adjournment:** On motion by Councilor Torres, seconded by Councilor Craine, the meeting adjourned at 7:35 PM with all in favor.

**Special Council Meeting  
March 12, 2026**

Chair Lake called the meeting to order at 5:33 PM with all Councilors present.

**Executive Session**

**(S03026-1)** It was moved by Councilor Tortello, seconded by Councilor Torres that Council enter Executive Session for the purpose of discussing personnel matters, pursuant to MRSA Title 1, Section 405(6)A.

**Vote was taken as follows: Councilor Grant, yes; Councilor Schools, yes; Councilor Craine, yes; Councilor Maguire, yes; Councilor Torres, yes; Councilor Tortello, yes.**

**Council entered Executive Session at 5:33 PM and returned to Open Session at 7:55 PM.**

**Adjournment: On motion by Councilor Tortello, seconded by Councilor Craine, the meeting adjourned at 7:55 PM with all in favor.**

**Special Council Meeting  
March 16, 2026**

**Chair Lake called the meeting to order at 5:02 PM with all Councilors present except Councilor Torres and Councilor Schools, who were excused.**

**Executive Session**

**(S030326-1) It was moved by Councilor Tortello, seconded by Councilor Maguire that Council enter Executive Session for the purpose of discussing personnel matters, pursuant to MRSA Title 1, Section 405(6)A.**

**Vote was taken as follows: Councilor Grant, yes; Councilor Craine, yes; Councilor Maguire, yes; Councilor Tortello, yes.**

**Council entered Executive Session at 5:02 PM.**

**Councilor Schools arrived at 5:05 PM and entered Executive Session.**

**Councilor Torres arrived at 5:28 PM and entered Executive Session.**

**Council returned to Open Session at 7:13 PM.**

**V. Adjournment: On motion by Councilor Tortello, seconded by Councilor Torres the meeting adjourned at 7:13 PM with all in favor.**

III A



**TOWN OF HOULTON  
21 WATER STREET  
HOULTON, MAINE 04730**

**PHONE: 207-532-7111  
FAX: 207-532-1304**

To: Houlton Town Council  
From: Nancy Ketch, Interim Town Manager  
Re: FY 2026 Tax Anticipation Note Bids  
March 18, 2026

Members of Council,

We issued an invitation to bid for a Tax Anticipation Note (TAN) to the Town on an as-needed basis, in an amount not to exceed \$1,715,000. We received three bids, which are summarized below.

My recommendation is to accept the bid with the lowest overall cost to the Town, which was submitted by Katahdin Trust Company.

For this type of borrowing, we engaged bond counsel, provided through Bernstein Shur. All bids are subject to the receipt of an unqualified opinion from bond counsel at the time of closing. Additionally, the Town will certify that the debt qualifies as a tax-exempt obligation under Section 265(b)(3)(B) of the Internal Revenue Code.

<b>Lender</b>	<b>Rate</b>
Katahdin Trust Company	3.98%
Machias Savings Bank	4.66%
First National Bank	5.29%

Sincerely,

Nancy Ketch



TOWN OF HOULTON  
\$1,715,000.00  
TAX ANTICIPATION NOTE  
BID FORM

March 17, 2026

Nancy Ketch, Interim Town Manager  
Town of Houlton  
21 Water Street  
Houlton, Maine 04730

Dear Nancy:

We offer to purchase the above captioned Note that will be issued on or about April 1, 2026 and payable on December 31, 2026, as described in the Invitation to Bid dated March 2, 2026 and hereby made a part of this proposal, as follows:

Type	Principal Amount	Interest Rate	Interest Expense	Fees or Charges	Less Premium	Net Interest Expense	Net Interest Rate
As Needed	\$1,715,000.00	3.98%	\$51,239.50	\$0.00	\$0.00	\$51,239.50	3.98%

Method of Computing Interest: 365/365 Days

The interest expense assumes the entire principal amount is drawn at closing.

There will only be one (1) note and advances can be made on an as needed basis.

Prepayment is permitted.

Other terms and conditions:

- LEGAL OPINION:** This bid will be subject to legal opinion from bond counsel acceptable to the Bank, the cost of which will be borne by the Town. The opinion would need to include a statement that the note represents a valid and binding obligation of the issuer and further that the note is a "qualified tax-exempt obligation" for the purposes of Section 265(b)(3)(B) of the Internal Revenue Code.

6 North Street, Presque Isle, Maine 04769 • Telephone (207) 764-2361 • Fax (207) 764-3425



Welcome to Machias Savings Bank and  
thank you for inquiring about a business loan!

This term sheet is for discussion purposes only and in no way is to be construed as a commitment on behalf of the bank. This term sheet is not legally binding, and neither party shall have any obligations to the other regarding its subject matter until a written agreement is signed by the parties. Either party may terminate discussions at any time, for any reason or no reason, without liability to the other. This term sheet does not obligate the bank to lend.

Date: March 18, 2026

Borrower(s): Town of Houlton

Guarantor(s): Not required

Loan Type: Line of Credit on an as needed basis for 2026 Tax Anticipation Note

Amount: \$1,715,000

Term: 12 months

Repayment: At maturity, no prepayment penalty payment. Computed on 365/360 basis.

Rate: 4.66%

Total interest  
to be paid: \$62,825.21

Collateral: Unsecured

Bank

Commitment

Fee(s) - Waived

Covenants and conditions:

- Bond Counsel to provide its opinion that the Note has been duly authorized and validly issued as a tax anticipation note of the Town and as to the tax-exempt status of the interest thereon for Federal income tax purposes.

Other:

This term sheet is for discussion purposes only and in no way is to be construed as a commitment on behalf of the bank. This term sheet is not legally binding, and neither party shall have any obligations to the other regarding its subject matter until a written agreement is signed by the parties. Either party may terminate discussions at any time, for any reason or no reason, without liability to the other. This term sheet does not obligate the bank to lend.



102 Main Street  
P.O. Box 258  
Bar Harbor, ME 04609  
Phone: 207.288.3341 Ext: 2469  
Fax: 207.288.2451  
Email: tony.mckim@thefirst.com

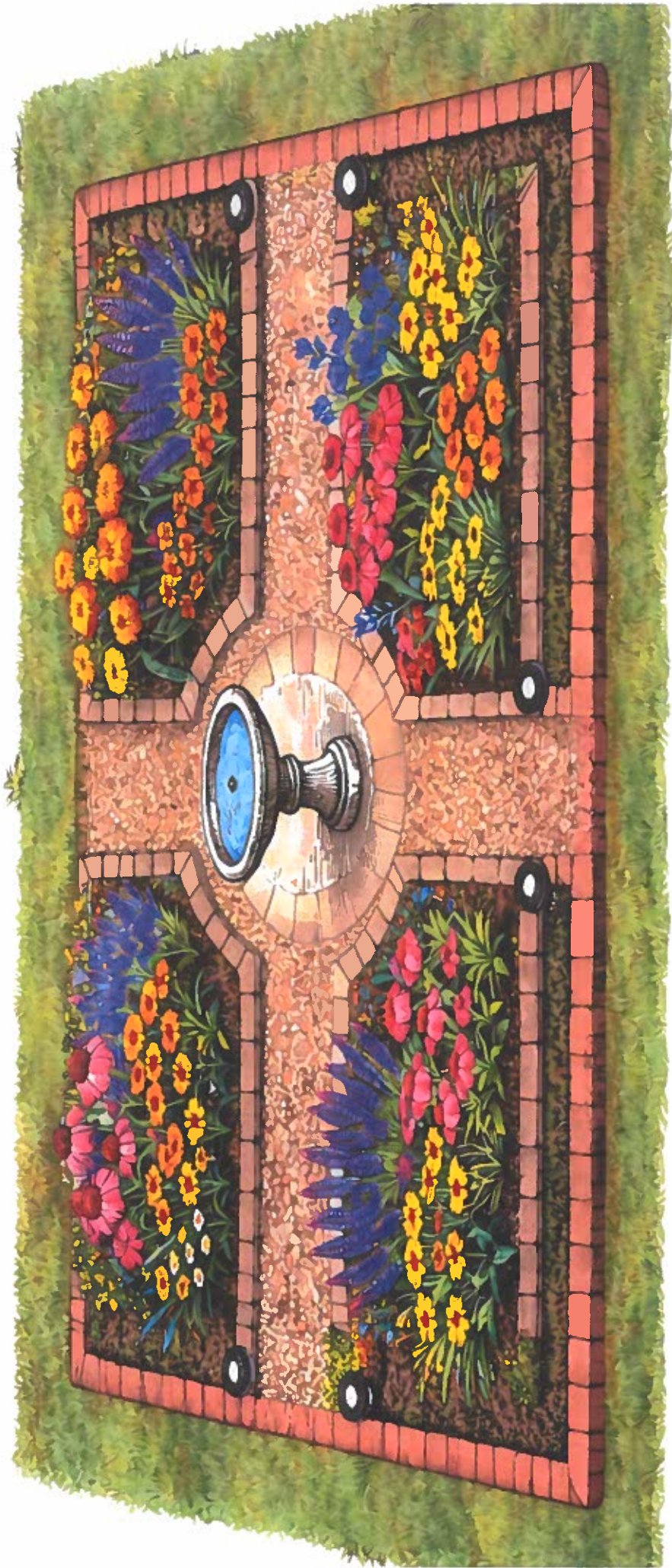
March 16, 2026

Town of Houlton  
Attn: Kimberly Denbow, Treasurer  
21 Water Street  
Houlton, Maine 04730

Dear Ms. Denbow:

Thank you for the opportunity to provide this commitment letter for a Tax Anticipation Note for the Town of Houlton in the amount of \$1,715,000.00. The Note is offered subject to the following conditions:

1. **ISSUE DATE:** On or about April 1, 2026.
2. **MATURITY:** Principal plus accrued interest will be payable at maturity on December 31, 2026.
3. **INTEREST RATE WITH DEPOSIT RELATIONSHIP:** If the Town establishes a substantial deposit relationship with First National Bank, the rate of interest will be fixed for the repayment term at **5.04%** based upon a 360-day year, with funds to be made available on an as-needed basis.
  - a) The resulting total interest of the above-mentioned note if fully extended from the issue date to maturity is approximately **\$69,090.00**.
4. **INTEREST RATE WITHOUT DEPOSIT RELATIONSHIP:** If the Town does not establish a substantial deposit relationship with First National Bank, the rate of interest will be fixed for the repayment term at **5.29%** based upon a 360-day year, with funds to be made available on an as-needed basis.
  - a) The resulting total interest of the above-mentioned note if fully extended from the issue date to maturity is approximately **\$72,517.08**.
5. **DENOMINATION:** There will be one (1) Note issued in the denomination of One Million Seven Hundred and Fifteen Thousand Dollars (\$1,715,000.00).
6. **PREPAYMENT PROVISION:** The Note may be prepaid at any time after April 1, 2026 without penalty.
7. **FEES:** Waived.



III B

© JTC



QUIMBY FAMILY FOUNDATION



Grantee: Houlton Parks & Recreation Department

Purpose of Grant: Existing Program - Story Trail

Total Amount of Grant: \$1,500

Award Date: Feb 9, 2026 - 2026 Movement

Payment Schedule: One payment in full

Congratulations on your grant award from the Quimby Family Foundation!

Please deposit the check as soon as possible and return your signed grant agreement. This agreement can be scanned and emailed back to us or sent to our mailing address.

Our foundation would like to be kept apprised of successes, challenges and informed of ways we can support you and your work during the course of the grant period. We do not currently require formal reporting or evaluation, but we appreciate the opportunity to learn more about your work. Whenever possible, we value meeting in person for a walk, attending an event your organization hosts, receiving an email update or scheduling a phone or video meeting to share an update or explore a topic.

1. Use of Grant Funds. This grant is made for the purposes stated in this letter. We ask that you let us know in advance if you expect a substantial change from the proposed project, activities, budget, or timing of expenditures. In that case, you would need to request approval before you proceed with spending or committing any remaining funds from this grant. We recognize that unanticipated needs and opportunities may arise during the course of the grant period and we will always consider adjustments to how funds are used.

2. Publicity. Grantee may include the name of The Quimby Family Foundation and the amount and general purpose of the grant in its annual report or other general lists of donors. The Quimby Family Foundation may include basic information about this grant in its public reports.

3. Tax Status. Grantee (or their fiscal agent) confirms that it has been determined by the Internal Revenue Service to be an organization described in section 501(c)(3) of the Internal Revenue Code of 1986, and a public charity as described in section 509(a)(1) or 509(a)(2) of the Code, and that this determination has not been revoked or modified and continues in full force and effect. If the determination is revoked or modified, please notify the Foundation immediately. If your organization ceases to be an organization described in section 501(c)(3) and section 509(a)(1) or 509(a)(2) the grantee agrees to return any remaining uncommitted grant funds to the Foundation.

4. You agree that the grant funds will not be expended or used for lobbying or for any purpose or in any fashion that is prohibited by applicable law.

Please countersign this letter, to indicate both that the payment has been received, and that you agree to the terms of the Agreement, and return by mail to the Quimby Family Foundation at PO Box 148, Portland, ME, 04112 OR email a scan/photo to [info@quimbyfamilyfoundation.org](mailto:info@quimbyfamilyfoundation.org). It is a pleasure to be among your current supporters.

Sincerely,

Hannah Quimby  
Executive Director

ACCEPTED AND AGREED:

Grantee: \_\_\_\_\_

Signed by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



February 16, 2026

Owen Gallop  
Town of Houlton  
21 Water St  
Houlton, ME 04730

Dear Owen,

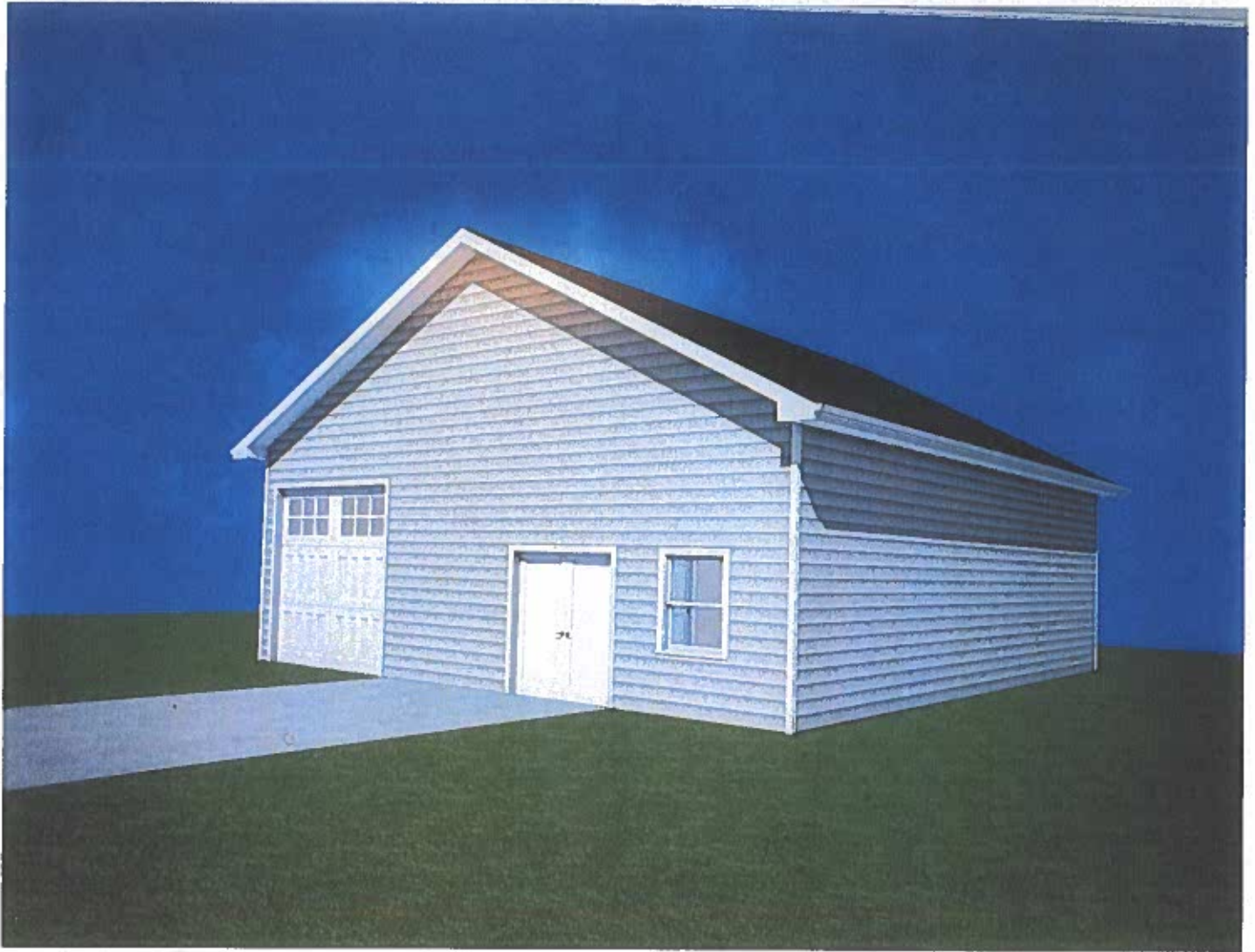
On behalf of all of us at Machias Savings Bank, I am pleased to share the exciting news that we have selected the Town of Houlton to receive a donation of \$250.00 for a story book sponsorship. We are inspired by the work you do and are grateful for the meaningful impact your organization has on the communities we collectively serve.

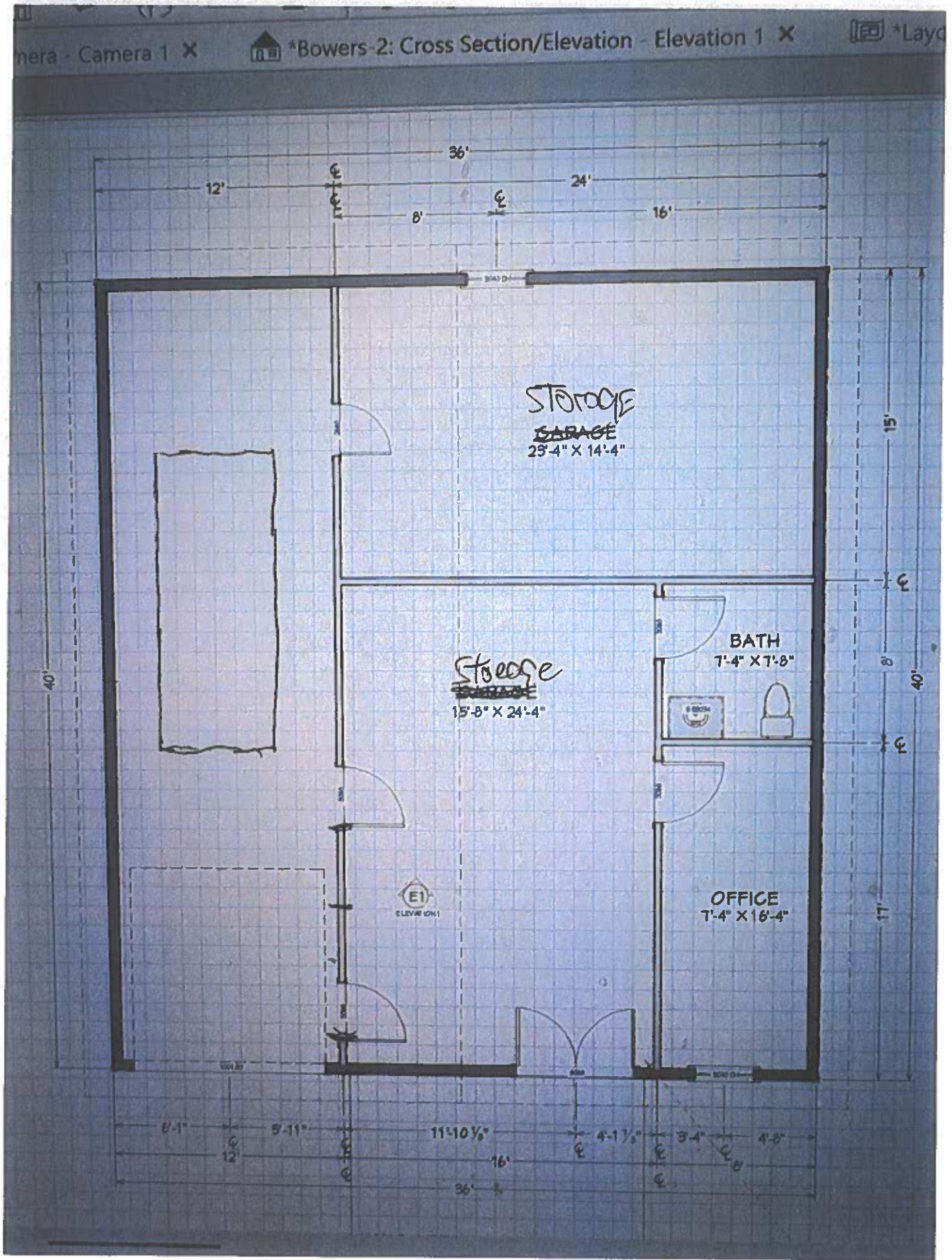
This contribution reflects our ongoing purpose and shared commitment to *helping create thriving communities*. We believe strongly in supporting organizations that lift people up, remove barriers, and strengthen the fabric of the places we call home. Your efforts align directly with that mission.

Thank you for the dedication, compassion, and innovation you bring to your work every day. We are honored to invest in your continued success and look forward to seeing the positive outcomes made possible through this support.

Regards,

Laura Hutchinson  
AVP, Branch Manager





Houlton  
Name: HOULTON, TOWN OF

**Valuation Report**

09/11/2025

Page 2

Account: 1463

Map/Lot:

Location:

033-0-006-000-000

163 SMYRNA ST



ADD 10 width  
10 width



**TOWN OF HOULTON**  
21 WATER STREET  
HOULTON, MAINE 04730

PHONE: 207-532-7111

FAX: 207-532-1304

## Town Treasurer Report

**To:** Nancy Ketch, Interim Town Manager  
**From:** Kimberly M. Denbow, Town Treasurer  
**RE:** February 2026 Monthly Report  
**Date:** February 20, 2026

**The Finance Department** as of February 28<sup>th</sup> has spent 12.4% of its budget.

**Bank Accounts** as of February 28<sup>th</sup>, Town Operating is currently at \$2,485,073.55.

**RECAP:** As of February 28<sup>th</sup>, we've collected 14.79% of the excise tax revenues budgeted. This includes Boats, Aircrafts, and Registrations. Compared to last year we collected 14.76% of the budgeted excise tax revenues.

February  
Excise Revenues

	2025	2026
Boat excise	\$0	\$13.80
Aircraft excise	\$0	\$0
Registration excise	\$163,115.95	\$170,809.85

Best Regards,

Kimberly M. Denbow  
Town Treasurer  
207-532-7111  
town.treasurer@houlton-maine.com

### Expense Summary Report

DEPARTMENT(S): 100 - 111  
JANUARY TO FEBRUARY

ACCOUNT	BUDGET	---- Y T D ----		YTD UNEXPENDED		PERCENT SPENT
	NET	DEBITS	CREDITS	NET	BALANCE	
100 - GENERAL GOVT	1,130,705.00	151,019.44	2,575.15	148,444.29	982,260.71	13.13
40 - ADMIN	694,773.00	115,290.84	2,575.15	112,715.69	582,057.31	16.22
41 - ASSESS	190,661.00	17,421.06	0.00	17,421.06	173,239.94	9.14
48 - C.E.O.	171,604.00	5,935.65	0.00	5,935.65	165,668.35	3.46
49 - COMM. DEV.	70,817.00	12,371.89	0.00	12,371.89	58,445.11	17.47
92 - PLAN BOARD	2,850.00	0.00	0.00	0.00	2,850.00	0.00
101 - PROTECTION	4,048,215.00	579,739.02	3.00	579,736.02	3,468,478.98	14.32
42 - PROTECTION	565,861.00	99,935.63	0.00	99,935.63	465,925.37	17.66
43 - POLICE	1,701,915.00	207,762.12	3.00	207,759.12	1,494,155.88	12.21
44 - FIRE	760,897.00	103,754.49	0.00	103,754.49	657,142.51	13.64
45 - AMBULANCE	1,019,542.00	168,286.78	0.00	168,286.78	851,255.22	16.51
102 - PUBLIC SERV	1,329,414.00	228,373.72	1,046.93	227,326.79	1,102,087.21	17.10
54 - TREE PROG	6,000.00	0.00	0.00	0.00	6,000.00	0.00
55 - PUBLIC WORKS	167,517.00	16,547.58	0.00	16,547.58	150,969.42	9.88
56 - ROAD MAINT	280,601.00	4,086.84	0.00	4,086.84	276,514.16	1.46
62 - STORM DRAIN	15,050.00	0.00	0.00	0.00	15,050.00	0.00
66 - SNOW & ICE	423,331.00	146,917.42	1,046.93	145,870.49	277,460.51	34.46
67 - SNOW HAUL	2,600.00	0.00	0.00	0.00	2,600.00	0.00
68 - SEPTIC	2,075.00	0.00	0.00	0.00	2,075.00	0.00
69 - REFUSE	11,500.00	0.00	0.00	0.00	11,500.00	0.00
71 - TRAFFIC CNTL	42,900.00	132.17	0.00	132.17	42,767.83	0.31
99 - GARAGE	377,840.00	60,689.71	0.00	60,689.71	317,150.29	16.06
103 - EMP. BENEFIT	2,255,193.00	306,920.09	0.00	306,920.09	1,948,272.91	13.61
93 - EMP. BENEFIT	2,255,193.00	306,920.09	0.00	306,920.09	1,948,272.91	13.61
104 - HLTH & CULT	391,040.00	88,986.55	0.00	88,986.55	302,053.45	22.76
47 - HLTH & SOC	28,216.00	2,632.82	0.00	2,632.82	25,583.18	9.33
51 - CEMETERIES	104,227.00	4,879.98	0.00	4,879.98	99,347.02	4.68
96 - OTHER AGENC	258,597.00	81,473.75	0.00	81,473.75	177,123.25	31.51
105 - PARKS & REC	859,324.00	119,765.15	0.00	119,765.15	739,558.85	13.94
74 - P & R ADM	149,686.00	22,091.17	0.00	22,091.17	127,594.83	14.76
75 - P & R YOUTH	138,500.00	12,795.43	0.00	12,795.43	125,704.57	9.24
77 - ARENA CONCES	46,000.00	14,701.21	0.00	14,701.21	31,298.79	31.96
78 - P & R ARENA	311,729.00	39,860.31	0.00	39,860.31	271,868.69	12.79
79 - PARKS MAINT	181,659.00	23,479.96	0.00	23,479.96	158,179.04	12.93
80 - BLDG MAINT	31,750.00	6,837.07	0.00	6,837.07	24,912.93	21.53
106 - AIRPORT	197,306.00	3,951.96	0.00	3,951.96	193,354.04	2.00
83 - AIRP MAINT	197,306.00	3,951.96	0.00	3,951.96	193,354.04	2.00
107 - EDUCATION	3,115,848.00	511,633.42	0.00	511,633.42	2,604,214.58	16.42
96 - M.S.A.D. #29	3,115,848.00	511,633.42	0.00	511,633.42	2,604,214.58	16.42
108 - COUNTY TAX	927,825.00	0.00	0.00	0.00	927,825.00	0.00
96 - COUNTY TAX	927,825.00	0.00	0.00	0.00	927,825.00	0.00
109 - DEBT SERV	1,180,605.00	15,001.15	0.00	15,001.15	1,165,603.85	1.27
95 - DEBT SERV	1,180,605.00	15,001.15	0.00	15,001.15	1,165,603.85	1.27
110 - UNCLASSIFIED	66,606.00	14,431.15	0.00	14,431.15	52,174.85	21.67
50 - PUB BLDG WHI	7,255.00	1,570.60	0.00	1,570.60	5,684.40	21.65
53 - PUB BLDG TO	39,351.00	5,814.47	0.00	5,814.47	33,536.53	14.78
97 - ABATEMENTS	20,000.00	7,046.08	0.00	7,046.08	12,953.92	35.23
9 - ADMIN.SUNDRY	20,000.00	7,046.08	0.00	7,046.08	12,953.92	35.23
111 - SPCL PROJECT	759,090.00	0.00	0.00	0.00	759,090.00	0.00
98 - SPCL PROJECT	759,090.00	0.00	0.00	0.00	759,090.00	0.00
8 - CAP. OUTLAY	759,090.00	0.00	0.00	0.00	759,090.00	0.00

### Expense Summary Report

DEPARTMENT(S): 100 - 111

JANUARY TO FEBRUARY

ACCOUNT	BUDGET	---- Y T D ----		YTD UNEXPENDED		PERCENT
	NET	DEBITS	CREDITS	NET	BALANCE	SPENT
Final Totals CONT'D						
Final Totals	16,261,171.00	2,019,821.65	3,625.08	2,016,196.57	14,244,974.43	12.40

### Revenue Summary Report

DEPARTMENT(S): 130 - 199  
JANUARY TO FEBRUARY

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	YTD DEBITS	YTD CREDITS	YTD NET	UNCOLL BALANCE	PCT COLL
130 - TAXES	0.00	8,694,637.00	0.00	7,046.08	7,046.08	8,687,590.92	0.08
<b>30 - TAXES</b>	<b>0.00</b>	<b>8,694,637.00</b>	<b>0.00</b>	<b>7,046.08</b>	<b>7,046.08</b>	<b>8,687,590.92</b>	<b>0.08</b>
131 - INTERGOVERN	0.00	3,908,129.00	0.00	0.00	0.00	3,908,129.00	0.00
<b>31 - REVENUES</b>	<b>0.00</b>	<b>3,908,129.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,908,129.00</b>	<b>0.00</b>
132 - EXCISE	0.00	1,154,800.00	0.00	170,823.65	170,823.65	983,976.35	14.79
<b>30 - TAXES</b>	<b>0.00</b>	<b>1,154,800.00</b>	<b>0.00</b>	<b>170,823.65</b>	<b>170,823.65</b>	<b>983,976.35</b>	<b>14.79</b>
134 - INTEREST	0.00	139,000.00	0.00	5,931.38	5,931.38	133,068.62	4.27
<b>30 - TAXES</b>	<b>0.00</b>	<b>139,000.00</b>	<b>0.00</b>	<b>5,931.38</b>	<b>5,931.38</b>	<b>133,068.62</b>	<b>4.27</b>
135 - SERVICES	0.00	1,150.00	0.00	327.00	327.00	823.00	28.43
<b>30 - TAXES</b>	<b>0.00</b>	<b>1,150.00</b>	<b>0.00</b>	<b>327.00</b>	<b>327.00</b>	<b>823.00</b>	<b>28.43</b>
136 - OTHER INCOME	0.00	75,800.00	0.00	13,753.05	13,753.05	62,046.95	18.14
<b>30 - TAXES</b>	<b>0.00</b>	<b>75,800.00</b>	<b>0.00</b>	<b>13,753.05</b>	<b>13,753.05</b>	<b>61,646.95</b>	<b>18.24</b>
<b>31 - REVENUES</b>	<b>0.00</b>	<b>400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>400.00</b>	<b>0.00</b>
140 - ADMIN	0.00	48,500.00	864.57	9,031.80	8,167.23	40,332.77	16.84
<b>40 - ADMIN</b>	<b>0.00</b>	<b>48,500.00</b>	<b>864.57</b>	<b>9,031.80</b>	<b>8,167.23</b>	<b>40,332.77</b>	<b>16.84</b>
141 - ASSESS	0.00	0.00	0.00	0.00	0.00	0.00	---
<b>41 - ASSESS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>---</b>
143 - POLICE	0.00	41,700.00	0.00	305.00	305.00	41,395.00	0.73
<b>43 - POLICE</b>	<b>0.00</b>	<b>41,700.00</b>	<b>0.00</b>	<b>305.00</b>	<b>305.00</b>	<b>41,395.00</b>	<b>0.73</b>
144 - FIRE	0.00	220,075.00	0.00	50.00	50.00	220,025.00	0.02
<b>44 - FIRE</b>	<b>0.00</b>	<b>220,075.00</b>	<b>0.00</b>	<b>50.00</b>	<b>50.00</b>	<b>220,025.00</b>	<b>0.02</b>
145 - AMBULANCE	0.00	1,078,840.00	87.29	186,489.20	186,401.91	892,438.09	17.28
<b>45 - AMBULANCE</b>	<b>0.00</b>	<b>1,078,840.00</b>	<b>87.29</b>	<b>186,489.20</b>	<b>186,401.91</b>	<b>892,438.09</b>	<b>17.28</b>
147 - HEALTH & SOC	0.00	10,500.00	0.00	0.00	0.00	10,500.00	0.00

### Revenue Summary Report

DEPARTMENT(S): 130 - 199  
JANUARY TO FEBRUARY

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	YTD DEBITS	YTD CREDITS	YTD NET	UNCOLL BALANCE	PCT COLL
147 - HEALTH & SOC CONTD	0.00	10,500.00	0.00	0.00	0.00	10,500.00	0.00
47 - HEALTH & SOC							
148 - CODE ENFORCE	0.00	24,500.00	0.00	3,237.50	3,237.50	21,262.50	13.21
48 - CODE ENFORCE	0.00	24,500.00	0.00	3,237.50	3,237.50	21,262.50	13.21
151 - CEMETERIES	0.00	11,000.00	0.00	0.00	0.00	11,000.00	0.00
51 - CEMETERIES	0.00	11,000.00	0.00	0.00	0.00	11,000.00	0.00
152 - REST AREA	0.00	0.00	0.00	0.00	0.00	0.00	---
52 - REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	---
155 - PUBLIC SERV	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
55 - PUBLIC SERV	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00
169 - REFUSE	0.00	1,000.00	0.00	874.80	874.80	125.20	87.48
69 - REFUSE	0.00	1,000.00	0.00	874.80	874.80	125.20	87.48
175 - P & R YOUTH	0.00	75,000.00	0.00	95.00	95.00	74,905.00	0.13
75 - P & R YOUTH	0.00	75,000.00	0.00	95.00	95.00	74,905.00	0.13
176 - P & R ADULT	0.00	5,000.00	0.00	497.00	497.00	4,503.00	9.94
76 - P & R ADULT	0.00	5,000.00	0.00	497.00	497.00	4,503.00	9.94
177 - ARENA CONCES	0.00	0.00	0.00	0.00	0.00	0.00	---
77 - CONCESSIONS	0.00	0.00	0.00	0.00	0.00	0.00	---
178 - P & R ARENA	0.00	133,300.00	0.00	24,484.20	24,484.20	108,815.80	18.37
78 - P & R ARENA	0.00	133,300.00	0.00	24,484.20	24,484.20	108,815.80	18.37
179 - PARKS MAINT	0.00	0.00	0.00	0.00	0.00	0.00	---
79 - PARKS MAINT	0.00	0.00	0.00	0.00	0.00	0.00	---
180 - P&R BLD MAIN	0.00	5,000.00	0.00	1,060.00	1,060.00	3,940.00	21.20
80 - P&R BLD MAIN	0.00	5,000.00	0.00	1,060.00	1,060.00	3,940.00	21.20

### Revenue Summary Report

DEPARTMENT(S): 130 - 199  
JANUARY TO FEBRUARY

ACCOUNT	BUDGET ORIGINAL	BUDGET NET	YTD DEBITS	YTD CREDITS	YTD NET	UNCOLL BALANCE	PCT COLL
183 - AIRPORT CONT'D							
183 - AIRPORT	0.00	130,240.00	0.00	96.45	96.45	130,143.55	0.07
<b>83 - AIRPORT ADM.</b>	<b>0.00</b>	<b>130,240.00</b>	<b>0.00</b>	<b>96.45</b>	<b>96.45</b>	<b>130,143.55</b>	<b>0.07</b>
199 - PWD GARAGE	0.00	0.00	0.00	0.00	0.00	0.00	----
<b>99 - PWD GARAGE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>----</b>
Final Totals	0.00	15,761,171.00	951.86	424,102.11	423,150.25	15,338,020.75	2.68