

December 11, 2025

Minutes of the Washington County Commissioners'
Unorganized Territories Regular Meeting
Held December 11, 2025
in the Washington County Probate Courtroom
Machias, Maine

Attending the meeting were:

Commissioner David Burns
Commissioner Courtney Hammond
Commissioner Billy Howard
Renée Gray, County Manager
Carla Manchester, Administrative Assistant
Susan Beal, Columbia
Sonny Beal, Columbia
Paul Sylvain, MVNO
Dennis Perry, WRCC / WCSO
Rich Rolfe, Jail Administrator
Paula Johnson-Rolfe, WCSO
Meredith Mawhar, SCEC
Brian Schuth, Eastport
Charlie Jay, Jonesport
Tony Saniago, Columbia Falls
Susan Sullivan, D.A.'s Office
Rachel Worcester, D.A.'s Office
Michael J. Vaughan, Teamsters Local 340
Crystal Cushing, VWA D.A.'s Office
Barry Curtis, Sheriff
Michael Crabtree, Chief Deputy
Tammy Gay, Deeds
Anna Villone, Deeds
Heather Green, Deeds
Wayne Small, Jonesport
Sondra Small, Finance
Megan Huffman, Finance
Colleen Brown, Whiting
Bob Granger, District Attorney
Marianne Moore, Senator
David Bibber, Charlotte
Ben Edwards, Machias
Charles Rudelitch, SCEC
Darlene Perry, Probate
Lisa M. Hanscom, EMA

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Commissioner Burns called the meeting to order at 4:00 p.m.

Approval of the Minutes for the Public Hearing on the Proposed UT FY 2026-27 Budget (11/13/25) (Hammond / Burns, 3-0)

Approval of the U.T. regular meeting minutes of November 13, 2025 (Hammond / Howard, 3-0)

AGENDA ITEM: Monthly Report

Unorganized Territories Supervisor Heron Weston's monthly report was submitted. (See attached)

Heron presented three Voting Place Contract for the Commissioners' approval.

The first agreement is between Washington County Unorganized Territories and Grand Lake Stream Plantation. Grand Lake Stream Plantation agrees to provide a voting place for all residents that live in the unorganized territories of Greenlaw Chopping Twp. and T6ND. The agreement is a five-year term beginning July 1, 2025 to June 30, 2030. Washington County U.T. agrees to pay \$250 per year to cover a portion of the town's election expense.

***MOTION* Commissioner Burns moved to approve the Voting Place Contract agreement between Washington County Unorganized Territories and Grand Lake Stream Plantation as presented. (Burns / Howard, 3-0)**

The second agreement is between Washington County Unorganized Territories and the Town of Wesley. The Town of Wesley agrees to provide a voting place for all residents that live in the unorganized territories of Day Block Twp. The agreement is a five-year term beginning July 1, 2025 to June 30, 2030. Washington County U.T. agrees to pay \$100 per year to cover a portion of the town's election expense.

***MOTION* Commissioner Burns moved to approve the Voting Place Contract between Washington County Unorganized Territories and the Town of Wesley as presented. (Burns / Howard, 3-0)**

The final voting place agreement presented is between Washington County Unorganized Territories and the Town of Whiting. The Town of Whiting agrees to provide a voting place for all residents that live

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in the unorganized territories of Trescott and Edmunds Twp. The agreement is a five-year term beginning July 1, 2025 to June 30, 2030. Washington County U.T. agrees to pay \$500 per year to cover a portion of the town's election expense.

MOTION Commissioner Burns moved to approve the Voting Place Contract between Washington County Unorganized Territories and the Town of Whiting as presented.
(Burns / Howard, 3-0)

AGENDA ITEM: TIF Grant Committee Update

TIF Program Manager Meredith Mawhar submitted a monthly report. (See attached)

Meredith reported she has no new loans for review or approval but have two potential TIF loan applicants. She is finding applicants are having a difficult time pulling financial and tax return records together. Meredith noted she is working on completing QuickBooks training to provide assistance to borrowers to help mitigate these hurdles.

Meredith stated she is working with Jim Roberts of Coastal Washington County Technical Institute in Columbia regarding the Downeast Wind Community Benefit Agreement (CBA). A one-time payment of \$150,000.00 to the institute was detailed in the CBA. Meredith stated a draft for the proposed use of the funds will be presented to the Commissioners for their review and approval.

Commissioner Howard asked to discuss and review the FY 2026-27 U.T. budget that was approved during the November meeting. Commissioner Howard stated he would like to investigate the option of adding two patrol deputies under the U.T. budget.

MOTION Commissioner Howard moved to revisit the approved FY 2026-27 U.T. Budget to fund two patrol deputies as presented.
(Howard / Hammond, 3-0)


AGENDA ITEM: Public Comment

None.

ADJOURNMENT

4:09 p.m.

ATTEST:


Carla J.R. Manchester, Admin. Asst.



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UNORGANIZED TERRITORIES MONTHLY REPORT DECEMBER 11th, 2025

1. ROADS & BRIDGES

- a. UT Road Inventory - The existing road inventory focuses exclusively on existing conditions on UT roads (length, width, drainage, surface condition, etc) and is used for maintenance planning. This office has begun to expand this inventory to include historical data about UT roads including legal status, right of way, maintenance history, etc. in an effort to clarify and codify maintenance responsibilities moving forward.
- b. Culverts blocked by beavers have been cleared on Station Rd (Centerville) and East Ridge Rd (Cathance) and a trapper has been hired.
- c. The ROW of the first ½ mile of the unpaved section of the Greenhouse Rd (Trescott) has been cut back.

2. ELECTIONS

- a. The outreach around the development of Voting Place Agreements with all communities UT residents vote in has been very successful. Seven new contracts are currently in process.

3. SNOW REMOVAL

- a. Snow removal inspections following the first significant snowfall of the season reveal excellent performance overall with minor concerns in Lambert Lake. The contract expectations have been reviewed with the contractor and performance reviews will continue.

4. FIRE

- a. 2025 Fire contract renewals are almost complete with only East Machias and Epping remaining

5. ACTION ITEMS

- a. None at this time

**WASHINGTON COUNTY UNORGANIZED TERRITORIES
TAX INCREMENT FINANCING DISTRICT LOAN & GRANT PROGRAM**

**A PROGRAM OF WASHINGTON COUNTY GOVERNMENT
ADMINISTERED BY SUNRISE COUNTY ECONOMIC COUNCIL**

**Report to the County Commissioners prepared by SCEC Program Manager – Meredith
Mawhar
December 11, 2025**

There are no action items and two updates this month:

1. We have two potential TIF loan applicants and are working with them on gathering information and materials for their applications. A common issue that I have encountered in working with loan applicants is the need for qualified bookkeepers and accountants in Washington County. Many applicants are having a difficult time pulling together the financial records and tax returns required for their loan applications because their current bookkeepers are so far behind. I am currently working on completing Quickbooks training to provide some technical assistance to borrowers that use the platform to help mitigate these hurdles.
2. In recent TIF committee meetings we have spent time reviewing the Community Benefit Agreement between the County and Downeast Wind. Our discussions have centered on better understanding both the one-time and annual contributions as detailed in the agreement. In the case of the annual contributions, we are looking to see where there may be an opportunity to amend some of the allotments to better align with current needs while remaining true to the spirit and intent of the original agreement.

In the case of one-time payments detailed within the Community Benefit Agreement, I am currently working with Jim Roberts of Coastal Washington County Technical Institute in Columbia to better understand and document his planned use of the \$150,000 one-time payment to the institute that was detailed in the Community Benefit Agreement. In the coming weeks I will finalize a draft of the proposed use of funds which I will then present to the commissioners for review, approval and signing.