

June 11, 2026

Minutes of the Washington County Commissioners'
Unorganized Territories Regular Meeting
Held June 11, 2026
in the Washington County Probate Courtroom
Machias, Maine

Attending the meeting were:
Commissioner David C. Burns
Commissioner Billy Howard
Commissioner Courtney Hammond
Renée Gray, County Manager
Carla Manchester, Administrative Assistant
Leigh MacKeen, Whitneyville
Dennis Perry, Machias
Colleen Brown, Whiting
David J. Brock, Lubec
Tammy Gay, Deeds
Shawn Haskins, Machias
Josh Rolfe, RCC / WCSO
Celeste Sherman, Heritage Center
Meredith Mawhar, SCEC
Paula Johnson-Rolfe, WCSO
Barry Curtis, Sheriff
Rich Rolfe, Jail Administrator
Michael Crabtree, Chief Deputy
Susan Wright, Archives
Wayne Jones, Trescott / LUPC
Paul Sylvain, MVNO
Sonnie Shepherd, Maine Internet Radio
Grace Falzarano, Provisional Treasurer
Lisa M. Hanscom, EMA
Daniel Bowker, Washington County Fire Association
Susan Sullivan, D.A.'s Office
Rachel Worcester, D.A.'s Office
Sondra Small, Finance
Wayne Small, Jonesport
Dale Miller, East Machias
Jenny Windsor, Finance
Megan Huffman, Finance
Heron Weston, U.T.
Barbara Maloy, Machiasport
Stewart Atwood, Machias
Robert Atwood, Machias
Debbie Atwood, Machias
Valdine Atwood, Machias

June 11, 2026

Darlene Perry, Probate

Commissioner Burns called the meeting to order at 4 p.m. Prior to the regular meeting there was a tax abatement hearing for Sarao vs Town of Lubec.

Recognition of Valdine Atwood

The Commissioners' meeting began by recognizing Valdine Atwood for her dedication to preserving the history of Washington County. As described in the attached summary written by Betsy Fitzgerald and read by Commissioner Burns, Valdine has been a leader in the field of historical and genealogical work in this area. For that reason, the Commissioners' dedicated the Heritage Center established by Valdine to be known as the Valdine Atwood Heritage Museum and Genealogical Center.

Commissioner Burns called the U.T. Business to order at 4:15 p.m.

**Approval of the U.T. regular meeting minutes of May 14, 2026
(Hammond / Burns, 3-0)**

AGENDA ITEM: Old Business
None

AGENDA ITEM: Monthly Report

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

Heron presented a bid for a one-year audit for the FY 2025. The bid submitted by Stephen Hopkin, CPA is in the amount of \$5,000.00 with the audit to be completed by the end of 2026. Heron requested the Commissioners authorize this proposal.

MOTION **Commissioner Hammond moved to authorize Stephen Hopkins to complete the Washington County Unorganized Territories FY25 audit as presented.
(Hammond / Howard, 3-0)**

Heron presented a Solid Waste Services Agreement for the Commissioners' approval. Heron noted the existing one-year contract with the Town of Cherryfield for UT residents to use the Cherryfield

June 11, 2026

Transfer Station has expired and needs to be renewed. The proposed contract is for a one-year period and would serve the townships of Devereaux and T24 MD. The contract price is \$6,205.80 for the year, reflecting an increase of 9%.

MOTION **Commissioner Howard moved to approve the Solid Waste Agreement between the Washington County U.T. and Town of Cherryfield. (Howard / Hammond, 3-0)**

Heron presented a Shellfish Warden Coverage Agreement for the Commissioners consideration. Heron stated Perry and Pembroke Municipal Shellfish Committee requested to renew the contract for U.T. to provide shellfish warden services. The request is for a one-year contract beginning July 2026 and ending June 2027. There is an increase in the contract fee charge from \$160 to \$175 per patrol. Heron explained this increase is due to expense information gathered from the 2025-26 patrol season.

MOTION **Commissioner Howard moved to approve the Shellfish Warden Coverage Agreement between the Washington County U.T. and the Perry & Pembroke Municipal Shellfish Committee as presented. (Howard / Hammond, 3-0)**

Heron presented a Voting Place contract with Town of Dennysville to provide a voting place for all residents in Edmunds Twp., Marion Twp., and Cathance Twp. The agreement is for a four-year period beginning July 1, 2026 and ending June 30, 2030. U.T. agrees to pay the Town of Dennysville \$750.00 per election which is approximately 50% of the town's election expenses. Heron noted the largest number of voters in Dennysville are U.T. residents.

MOTION **Commissioner Burns moved to approve the Voting Place contract between the Washington County U.T. and Town of Dennysville as presented. (Burns / Hammond, 3-0)**

Heron requested the Commissioners to authorize a vehicle rotation for the U.T. Heron explained the Shellfish Warden vehicle now has 135,000 miles on it and has begun to have some maintenance expenses. He stated the vehicle replacement involves buying a new vehicle for the U.T. Supervisor and handing down the current U.T. Supervisor vehicle to the Shellfish Warden. Bid packets were sent out to numerous dealerships for a 2026 RAM 1500 Pick-up. Bids were received from Quirk of Bangor for \$46,600.00 and Pratts for \$48,167.76. Heron recommended the Commissioners accept the bid from Pratts with a trade-

June 11, 2026

in amount of \$5,000.00. Heron stated that, although the bid from Pratts is higher, he would prefer going with a local vendor. Heron also stated Pratts has this vehicle on the lot; Quirk may have to order the vehicle and there would be a possible three-month waiting before it was available. Commissioner Howard asked why he put a bid out for this certain vehicle. Heron replied that it best fits his needs.

MOTION Commissioner Burns moved to accept the bid for the 2026 RAM 1500 Pick-up from Pratts for \$48,167.76 with a trade in amount of \$5,000 for the 2022 Chevy Silverado. (Burns / Hammond, 3-0)

Heron reported an invitation to bid was sent out for the 2026 U.T. Paving Project. The project includes paving on the following roads: 0.8 miles on Mitten Mountain Road in Centerville Twp., 1.25 miles on Caler Road in Centerville Twp. and 0.55 miles on Moore Road in Trescott Twp. Bids were received from:

- B&B Paving for \$254,434.88
- County Concrete for \$317,460.00
- Northeast Paving for \$226,980.00

Heron stated he anticipated County Concrete would come through with the best price. He recommends the Commissioners award the bid to Northeast Paving as low bidder. Commissioner Howard asked if Northeast Paving could complete the project timely. Heron responded the agreement for the timeline is very clear. Commissioner Hammond asked who would be monitoring quality control. Heron stated he will be checking on the project regularly, but notes the specs in the bid packet are very specific.

MOTION Commissioner Burns moved to award the 2026 U.T. Paving Project to Northeast Paving as recommended. (Burns / Howard, 3-0)

AGENDA ITEM: TIF Grant Committee Update

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

Meredith reported that she contacted the attorney's office of Dennis Mahar regarding legal consultation on the subject of managing interest income from TIF-related bank accounts. Attorney Mahar indicated his interest in working on this. Meredith stated Attorney Mahar will provide an estimate of the costs for his consultation services.

June 11, 2026

Meredith presented a loan request for the Commissioners consideration. Cobscook Institute has requested a TIF loan in the amount of \$162,439.00 to finance the purchase and installation of a 94.77-kilowatt solar photovoltaic system. This system will reduce the organizations operating expenses and improve long-term facility resiliency. The proposed loan has a 10-year repayment term with an interest rate of 3.75%. Meredith noted Cobscook Institute is a well-established nonprofit organization located in Trescott Township that has served Washington County for more than 25 years. The institute has provided educational programming, workforce development initiatives, community events, youth programs, and other community-based services.

MOTION **Commissioner Burns moved to approve the TIF loan to Cobscook Institute in the amount of \$162,439.00. (Burns / Hammond, 2-1)**

Meredith stated the TIF Grant Committee is requesting the Commissioners to appoint Jenny Windsor as a member of the TIF Grant Committee. Jenny has recently been hired to fill the role of Finance Director for Washington County. Meredith noted the TIF Grant Committee recommends approval of this appointment.

MOTION **Commissioner Burns moved to appoint Finance Director Jenny Windsor to the TIF Grant Committee as recommended. (Burns / Hammond, 3-0)**

AGENDA ITEM: Public Comment

Wayne Jones of the LUPC Commission reported there is a new fee schedule for projects within the U.T. Wayne also stated LUPC is working on rule changes and updating the Comprehensive Land Use Plan. Wayne asked as a resident of the U.T. how much funds are in the TIF funds. Wayne noted there is no information on-line that reports funds that have been distributed. County Manager Renée Gray noted funds distributed from the TIF funds is public record and should be available. Wayne stated he would like to see more TIF grants being used for young entrepreneurs to encourage business development. Commissioner Burns stated these are good ideas and suggested that Wayne bring his ideas to the TIF Grant Committee.

ADJOURNMENT

4:45 p.m.

ATTEST:

Carla J.R. Manchester, Admin. Asst.

Dedication of the Valdine Atwood Heritage Museum and Genealogical Center

Everyone has a history. We tell the stories at family reunions, we remember events and relatives and it is always a trip down memory lane. The stories of the Machias area are not complete without the guide, Valdine Atwood. Mrs. Atwood has, for half a century, been the driving force behind the history of the Burnham Tavern, the Washington County Genealogical Society, the Machias Historical Society, and the Washington County Historical and Genealogical Society. Her claims to fame are too numerous to mention.

Washington County has, on the fourth floor of this building, the largest and most comprehensive collection of print newspapers in the entire state. Thirty years ago it was the destruction of some issues that galvanized Mrs. Atwood to action. Access to the newspapers had been available to anyone until it was discovered that articles were, in some instances, being removed by readers. This practice had to stop. Mrs. Atwood took matters into her own hands. Consulting with the County Commissioners, the Washington County Archives Committee was formed, members were appointed, and access to the newspaper room was closed. The resource was saved.

Through her leadership, issues of the papers were micro-fiched and those films were made available. This process took several years to complete. Continuing to provide access, Mrs. Atwood has spearheaded the digitalization of the 1818-1945 issues of the *Eastport Sentinel*, a project that will be completed this summer. Next in line is the digitalization of the *Machias Valley News Observer*.

As a founding member of the Machias Historical Society, Mrs. Atwood began to assemble the memorabilia of the area. The Museum here at the Court House is testament to her efforts, including the acquisition and display of the photographs of Michael Hoyt.

In addition to the management of the newspaper collections, Mrs. Atwood has directed the organization and presentation of genealogical materials representing families from almost every municipality in the County as well as beyond these borders. Over the years, she has donated many of her own materials to the Center to augment the resources as well as encouraging others to donate their research for future generations. With the assistance of dedicated volunteers, Mrs. Atwood continues to provide advice and direction of the efforts to provide access and answer questions from all over the country.

Mrs. Atwood's efforts were not confined to just Washington County. As a seventy-plus-year member of the Daughters of the American Revolution, Mrs. Atwood championed tracing one's family affiliations back to the Revolution. She confirmed membership in the organization for many aspirants, often finding the elusive family member from generations ago. She is indeed a modern-day detective.

It is with great pride that we, the Washington County Commissioners, recognize Valdine Atwood and hereby dedicate the Heritage Center established by Mrs. Atwood ten years ago here at the Court House to be known as the Valdine Atwood Heritage Museum and Genealogical Center.





83 Court St
PO Box 297
Machias, ME 04654
(207)255-8919
supervisor@wcut.maine.gov
www.wcut.maine.gov

UNORGANIZED TERRITORIES MONTHLY REPORT

June 11, 2026

1. AUDIT

- a. The audit for FY21 (July 2020-June 2021) has been completed.
- b. Our existing auditing contract with Stephen Hopkins calls for the completion of FY22, FY23, and FY24 by December 31, 2026. Stephen will be visiting Machias in mid-July to perform the necessary fieldwork for these audits.
- c. Stephen has offered to add FY25 to this current work session and have all outstanding audits up to date by the end of 2026. This would put the County and the UT audits back into alignment and allow us to recombine auditing services under one contract in an effort to reduce overall costs.
- d. The FY25 audit would be completed for the same price as the audits in the current contract, \$5,000 each.
- e. ACTION ITEM
 - i. Motion to authorize Stephen Hopkins to complete the Washington County Unorganized Territories FY25 audit by the end of 2026 for \$5,000.

2. SOLID WASTE

- a. The existing one year contract with the Town of Cherryfield for UT residents to use Cherryfield Transfer Station has expired and needs to be renewed. The contract price for 2026-27 has increased ~9%.
 - i. ACTION ITEM
 1. Solid Waste Services Agreement with the Town of Cherryfield
 2. 1 year (July 2026 - June 2027)
 3. Serves Devereaux Twp and T24 MD
 4. \$6,205.80 per year

3. SHELLFISH CONSERVATION

- a. Shellfish Warden Services Contract
 - i. The Perry & Pembroke Municipal Shellfish Committee has requested to renew the contract in which the WCUT provides Shellfish Warden Services within Perry and Pembroke.
 - ii. The new contract increases the fee charged to Perry and Pembroke from \$160 to \$175 per patrol. This increase is due to expense information gathered from the 2025-26 patrol season.

iii. ACTION ITEM

1. Shellfish Warden Coverage Agreement with the Perry & Pembroke Municipal Shellfish Committee
2. 1 year (July 2026 - June 2027)
3. Covers Perry and Pembroke
4. \$175 per patrol

4. ELECTIONS

a. Town of Dennysville Voting Place Contract Renewal

- i. This new contract replaces an existing contract that was written in 2019 and increase the cost per election from \$500 to \$750
- ii. Dennysville has the highest number of UT voters as a percentage of total voters (~50%) of any town in the county.

iii. ACTION ITEM

1. Voting Place Contract with the Town of Dennysville
2. 4 years (July 2026 - June 2030)
3. Serves Edmunds Twp, Marion Twp, and Cathance Twp
4. \$750 per election (~50% of expenses)

5. EQUIPMENT OPERATIONS

- a. The current Shellfish Warden vehicle (2022 Chevy Silverado, 135,00 miles) has had a continuous series of expensive repairs and now needs additional expensive work.
- b. The vehicle replacement process involves buying a new vehicle for the UT Supervisor and handing the current UT Supervisor vehicle (2024 GMC Sierra, 35,000 miles) down to the Shellfish Warden.
- c. Funds have been set aside in the Vehicle Replacement Reserve to purchase this new vehicle (2026 Ram 1500). Bid packets were sent out to numerous dealerships and the results will be presented at the June 11 meeting
- d. ACTION ITEMS
 - i. Authorize purchase of new UT vehicle at selected bid price (minus trade in value of 2022 Chevy Silverado)
 - ii. Authorize the Treasurer's Office to cut a check for the vehicle purchase outside of the regular voucher biweekly sequence.

6. PAVING

- a. The 2026 WCUT Paving Project work has gone out to bid and bids will be opened on June 11th at 11am.
- b. The project includes 1/2 " shim then overlay with 1" lift of 9.5mm mix on the following roads:
 - i. Mitten Mountain Rd (Centerville Twp) - 0.8 miles
 - ii. Caler Rd (Centerville Twp) - 1.25 miles
 - iii. Moore Rd (Trescott Twp) - 0.55 miles
- c. ACTION ITEM
 - i. Award bid for 2026 WCUT Paving Project

UNORGANIZED TERRITORIES
REQUEST FOR PROPOSALS

Auditing Services
Fiscal Year 2025

BID FORM

Name of accounting firm: Stephen T. Hopkins, CPA, PC

Address. 214 Holmes Road
Scarborough, Maine 04074

Telephone: (207) 885 - 5038

The following bid is submitted in response to the request for proposal for the (1) year audit period as follows. Additional work outside of the scope of the audit would be performed at \$125 per hour plus lodging if necessary and travel time at the aforementioned hourly rate. Please note that the bid form including more detailed information can be found on page 8 of this proposal.

Bid Amount FY 2025: \$ 5,000

Signature: Stephen T. Hopkins

Printed name of above: Stephen T. Hopkins, CPA

Date: 06/04/26



28 CENTER ST
PO BOX 297
MACHIAS, ME 04654
(207)255-8919
WCUT.MAINE.GOV

SOLID WASTE SERVICES AGREEMENT

Town of Cherryfield and The Washington County Unorganized Territories
July 1, 2026 - June 30, 2027

SERVICES TO BE PROVIDED

The Town of Cherryfield agrees to accept household waste at the Cherryfield Transfer Station from residents of the Washington County Unorganized Territories that live in Devereaux Township & T24 MD.

PAYMENT

The Washington County Unorganized Territories agrees to pay the Town of Cherryfield six thousand two hundred five dollars and eighty cents (\$6,205.80) per year.

LIABILITY

The Washington County Unorganized Territory shall save the Town of Cherryfield harmless from all claims of whatsoever nature arising from any act, omission, or negligence of the municipality's employees, agents, contractors, etc., arising from any damage caused to any person, including death, or to the property of any person which shall occur during the performance of their duties.

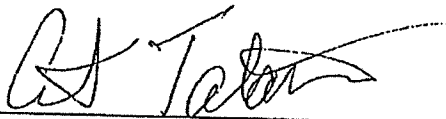
DURATION

This agreement shall be for the duration of one (1) year, beginning on July 1, 2026 and ending on June 30, 2027. Either party, by vote of its duly authorized representatives, may terminate this agreement upon sixty (60) days written notice to the other party.

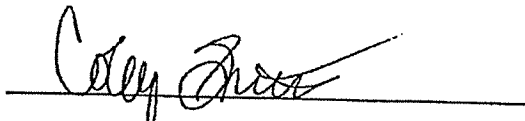
IN WITNESS WHEREOF, each of the parties has caused this agreement to be executed by its duly authorized representatives.

Cherryfield Board of Selectman

Washington County Commissioners
(Administrators of the Unorganized Territories)



Arthur Tatangelo



Corey Smith

David C. Burns, Chairman

Daniel Perry

Billy Howard



Mary Knapp-Young



Leon Thompson

Courtney Hammond

PO Box 58
Cherryfield, ME 04622
(207) 546-2376

PO Box 297
Machias, ME 04654
(207) 255-8919

DATE: 05/26/2026

DATE: _____



28 CENTER ST
PO Box 297
MACHIAS, ME 04654
(207)255-8919
WCUT.MAINE.GOV

SHELLFISH WARDEN COVERAGE AGREEMENT

This agreement, made for the period of July 1, 2026 to June 30, 2027, is between the Washington County Unorganized Territories ("UT") and the Perry & Pembroke Municipal Shellfish Committee ("Shellfish Committee").

SERVICES TO BE PROVIDED

The UT agrees to provide Municipal Shellfish Warden Services to the Towns of Perry and Pembroke on behalf of the Shellfish Committee in accordance with the Perry & Pembroke Regional Shellfish Conservation Ordinance.

RESPONSIBILITIES

In addition to the conditions outlined elsewhere in this agreement, The UT Warden also agrees to:

1. abide by all regulations laid out in the Department of Marine Resources Regulations, Chapter 4.
2. provide all necessary equipment and materials required to perform the duties outlined by this agreement
3. attend all Shellfish Committee meetings
4. make available all patrol reports and relevant legal documents to the Shellfish Committee

In addition to the responsibilities outlined elsewhere in this agreement, the Shellfish Committee also agrees to:

1. authorize the UT Warden to enforce all aspects of the Perry & Pembroke Regional Shellfish Conservation Ordinance
2. authorize the UT Warden to represent the Shellfish Committee in all legal proceedings
3. pay all UT invoices with thirty (30) days of receipt
4. act as a liaison between the citizens of the two communities and the UT in addressing any concerns regarding any aspect of this agreement

LIABILITY

The Shellfish Committee shall not be liable for any acts, omissions, negligence or other wrongful conduct of the UT or any of its members, employees, or other agents. The UT promises, agrees and covenants to defend, indemnify and hold harmless, to the fullest extent permitted by law, the Shellfish Committee, its employees, officials and agents of and from any and all claims, demands, actions, or causes of actions arising out of or connected in any way, directly or indirectly, with the acts or omissions of the UT in providing the services specified in this agreement.

This agreement to defend, hold harmless and indemnify pertains, without limitation to acts or omissions of any officer, director, employee, member, volunteer, or other person associated with the UT, whether or not acting within the scope of that individual's agency, and whether or not committed solely by such person or in conjunction or concert with acts and/or omissions of other individuals or entities.

This agreement to defend, indemnify and hold harmless does not pertain to claims, demands, actions or causes of action arising solely out of the acts or omissions of the Shellfish Committee, its officials, employees, volunteers, or others acting on its behalf.

TERMINATION & RENEWAL

Either party, by vote of its duly authorized representatives, may terminate this agreement upon thirty (30) days written notice to the other party. Both parties agree to meet at least sixty (60) days prior to the expiration of this agreement to discuss agreement renewal.

BILLING AND PAYMENT

The Shellfish Committee agrees to pay the UT through quarterly invoices at the rate of \$175 per patrol. Patrols average 1-2 per week in the spring/summer/fall and 0-1 per week in the winter.

IN WITNESS WHEREOF, each of the parties hereto have caused their respective duly authorized representatives to execute the Agreement.

**Washington County Commissioners
(Administrators of the Unorganized Territories)**

**Representatives of the Perry and Pembroke
Municipal Shellfish Committee**

David C. Burns, Chairman

Billy Howard

Courtney Hammond

PO Box 297
Machias, ME 04654
(207)255-8919

DATE _____

PO Box 247
Pembroke, ME 04666
(207)726-2036

DATE _____



83 Court St
PO Box 297
Machias, ME 04654
(207)255-8919
supervisor@wcut.maine.gov
www.wcut.maine.gov

VOTING PLACE CONTRACT

Town of Dennysville and The Washington County Unorganized Territories
July 1, 2026 - June 30, 2030

SERVICES TO BE PROVIDED

The Town of Dennysville agrees to provide a voting place for all residents of the Washington County Unorganized Territories that live in Edmunds, Marion, and Cathance Townships in accordance with *Title 21-A §632 MRSA*.

PAYMENT

The Washington County Unorganized Territories agrees to pay the Town of Dennysville Seven Hundred and Fifty Dollars (\$750) per election to cover approximately 50% of the town's election expenses.

DURATION

This agreement shall be for the duration of four (4) years, beginning on July 1, 2026 and ending on June 30, 2030. Either party, by vote of its duly authorized representatives, may terminate this agreement upon sixty (60) days written notice to the other party.

IN WITNESS WHEREOF, each of the parties has caused this agreement to be executed by its duly authorized representatives.

**Officials of the Town of
Dennysville**

**Washington County Commissioners
(Administrators of the Unorganized Territories)**

Scott Corey

David C. Burns, Chairman

Eileen Campbell

Billy Howard

Gene Holmes

Courtney Hammond

PO Box 70
Dennysville, ME 04623.
(207) 726-5271

PO Box 297
Machias, ME 04654
(207) 255-8919

DATE:_____

DATE:_____



83 Court St
PO Box 297
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supervisor@wcut.maine.gov
www.wcut.maine.gov

INVITATION TO BID MUNICIPAL VEHICLE PURCHASE

The Washington County Unorganized Territories is accepting bids for one (1) 2026 RAM 1500. Completed bid forms should be submitted to the Heron Weston (WCUT Supervisor) at supervisor@wcut.maine.gov with the subject line "2026 RAM 1500 BID" no later than 10 am on Thursday, June 11th, 2026. Bids will be reviewed and awarded that same day at 4 pm at the Washington County Commissioner's Meeting.

The Washington County Unorganized Territories retains the right to accept or reject any and all bids.

The new vehicle must meet the following specifications:

2026 RAM 1500 TRADESMAN CREW CAB 4X4

Exterior Color: Granite Crystal Metallic or Forged Blue Metallic Clear-Coat
Exterior Paint

Interior Color: Black Interior Color

Interior: Cloth Bucket Seats

Engine: 3.6L V6 24V VVT eTorque Engine with Stop/Start

Transmission: 8-Speed Automatic 850RE Transmission

Includes: Customer Preferred Package 23D

Includes: Black Express Edition

Includes: MyFlexCare Service

WASHINGTON COUNTY UNORGANIZED TERRITORIES
2026 RAM 1500 BID FORM

Company: _____

Contact: _____

Address: _____

Phone: _____

Email: _____

Federal Tax ID: _____

CAN YOU MEET OR EXCEED THE REQUIRED SPECIFICATIONS?

YES _____ NO _____

MSRP \$ _____

DISCOUNTS \$ _____

FEES (excluding sales tax) \$ _____

TOTAL PRICE (out the door) \$ _____

Proposed Delivery Time Frame After Receiving Order _____

Printed Name of Authorized Representative _____

Signature of Authorized Representative _____

Date Submitted _____



83 Court St
PO Box 297
Machias, ME 04654
(207)255-8919
supervisor@wcut.maine.gov
www.wcut.maine.gov

INVITATION TO BID 2026 WCUT Paving Project

The Washington County Unorganized Territories (WCUT), Maine is seeking sealed bids for "2026 WCUT Paving Project" until 11 a.m. on Thursday, June 11th, 2026 at the Washington County Courthouse (Commissioner's Office), 85 Court St, Machias, ME 04654, at which time and place all bids will be publicly opened and read aloud.

Responses to the Invitation to Bid must be received by the date and time above by mail (Washington County Unorganized Territories, PO Box 297, Machias, ME 04654) or by email (supervisor@wcut.maine.gov)

PROJECT DESCRIPTION

The work shall consist of paving the following roadways:

- 1. Mitten Mountain Rd (CENTERVILLE TWP)**
 - a. Limits: Whole road (from intersection with Caler Rd to northern end of pavement)
 - b. Dimensions: 4275' long X 19' wide
 - c. Pavement: 1/2 " shim then overlay with 1" lift of 9.5mm mix
- 2. Caler Rd (CENTERVILLE TWP)**
 - a. Limits: Whole road (from intersection with Mitten Mountain Rd to northern end of pavement)
 - b. Dimensions: 6550' long X 19' wide
 - c. Pavement: 1/2 " shim then overlay with 1" lift of 9.5mm mix
- 3. Moore Rd (TRESCOTT TWP)**
 - a. Limits: Whole road (from intersection with Timber Cove Rd to northern end of pavement)
 - b. Dimensions: 2925' long X 17' wide
 - c. Pavement: 1/2 " shim then overlay with 1" lift of 9.5mm mix

Specifications:

1. The Contractor shall provide all vehicles and equipment along with flaggers and materials to safely complete the project.
2. Butt joints shall be cut and or ground where new pavement matches existing pavement at intersections and driveways.
3. All driveways (whether paved or gravel) shall receive a 1 foot apron.
4. The construction of Hot Mix Asphalt shall be carried on only when the surface on which the material is to be placed is dry, and when the atmospheric temperature is above 45° F and rising, and all paving will be completed by October 1st.
5. All existing paved surfaces to be newly paved shall be thoroughly cleaned by the contractor and all paving operations shall cease when the surface to repave is wet.
6. Any and all debris left over from the jobs will be cleaned up by the Contractor.

7. A tack coat should NOT be applied before paving.

QUESTIONS

Bidders shall direct all technical or engineering questions, including requests for explanations or interpretation, in writing to the WCUT. All questions must be in writing/email and must be received at least five (5) business days before bid opening. A question-and-answer sheet will then be provided to all interested proposers who have email addresses on file.

CONTRACT AWARD

The Washington County Unorganized Territories shall have up to 30 days from the date of the bid opening to accept an offer. The Contractor will be notified in writing (which includes email) by the WCUT of the acceptance of its offer, in whole or in part, within five (5) business days of when it has been accepted. Failure to comply with this notice requirement shall constitute a breach of the Contract.

PAYMENT

The Washington County Unorganized Territories shall make payment in full, less any deductions as specified elsewhere in this agreement, within 30 days of receipt of the Contractor's invoice. Invoices shall specify the road name, type and amount of material, unit price and total cost. Change orders shall be separately itemized. No payment shall be made to the Contractor until all work has been completed.

RESERVATION OF RIGHTS

The Washington County Unorganized Territories reserves the right to reject any and all bids or proposals, decline to proceed with the selection of any candidates, to request additional qualifications and to make inquiries as may be necessary to verify qualifications. Nothing in this document shall require the Washington County Unorganized Territories to proceed with any of the identified services stated in this offer to bid.

INDEMNIFICATION

The Contractor agrees to indemnify and hold harmless the WCUT from any claims arising from the work, including private driveway or side agreements not included in this contract.

INSURANCE

The Contractor agrees to carry and provide evidence of \$1,000,000 General Liability insurance, which is in force and shall remain in force during the term of this contract. The Contractor shall also provide evidence of Workers Compensation insurance for its employees. Under no circumstances shall any workers or subcontractors used by the Contractor be considered employees of the Washington County Unorganized Territories.

WARRANTY

The Contractor agrees to warranty all workmanship and materials for a period of two (2) years after completion of the project.

BID PROPOSAL FORM

2026 WCUT Paving Project

We herewith submit our bid in accordance with the requirements and specifications herein acknowledged as follows:

1. That the needs for products and services are the best estimates of commodities at the time of this bid, but that these estimates may vary. We agree to supply the products and services required, whether more or less than these estimates, at the unit prices quoted herein.
2. Payment shall be based on actual tons laid and weigh slips will be required.
3. We agree to comply with all specifications and requirements outlined in this invitation to bid.
4. All prices quoted shall be firm for the term of the contract.

Name of Company: _____

EIN Number: _____

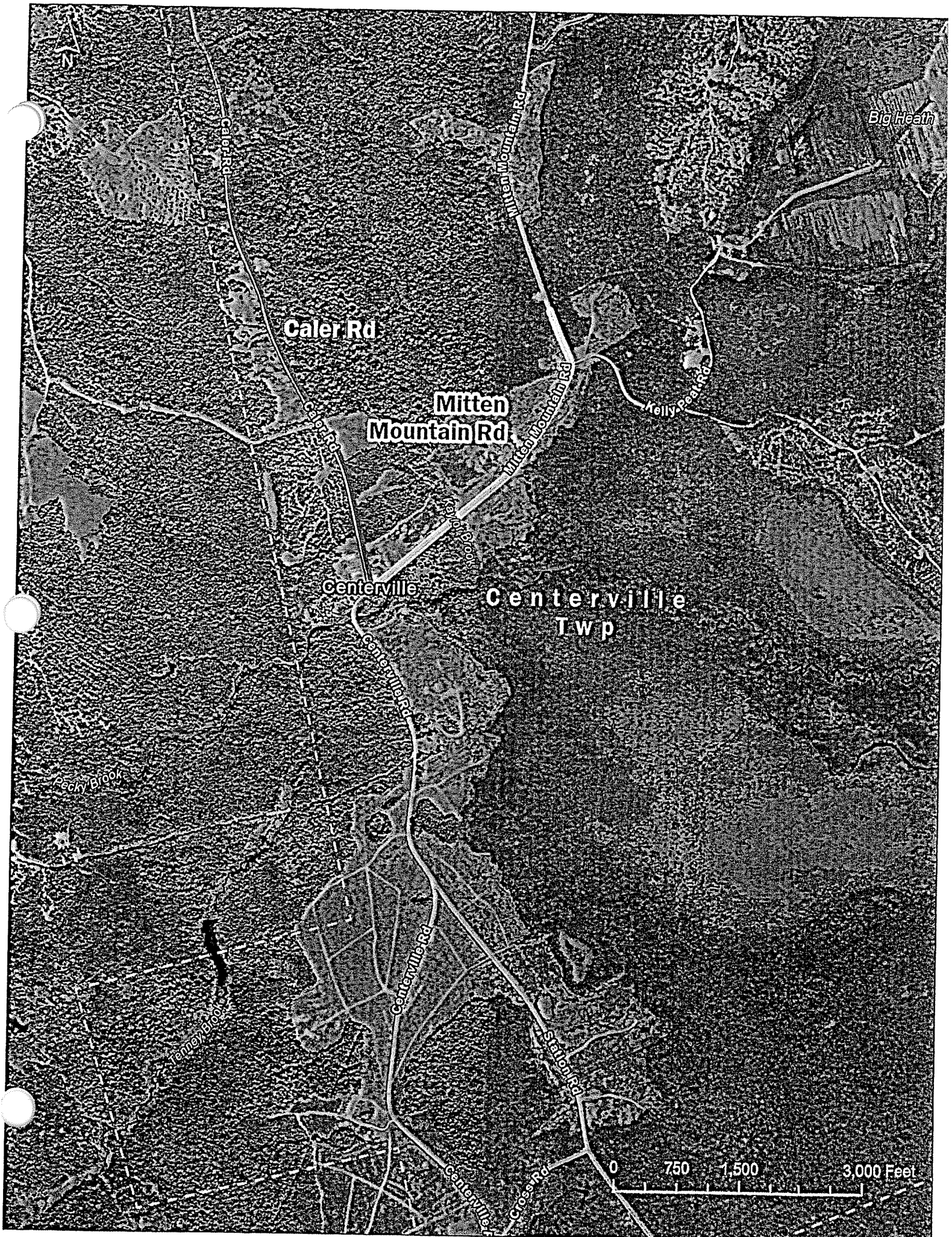
Mailing Address: _____

Telephone Number: _____ Email Address: _____

Printed Name _____ Title: _____

Signature: _____ Date: _____

Road Name	Estimated Tonnage	Price per Ton	Price per Road
Mitten Mountain Rd (CENTERVILLE TWP)	_____	\$_____	\$_____
Caler Rd (CENTERVILLE TWP)	_____	\$_____	\$_____
Moore Rd (TRESCOTT TWP)	_____	\$_____	\$_____
TOTAL COST OF PROJECT	\$_____ (numerical)		
	_____ (in words)		



Big Heath

Caler Rd

Mitten Mountain Rd

Centerville

Centerville Twp

Pecky Brook

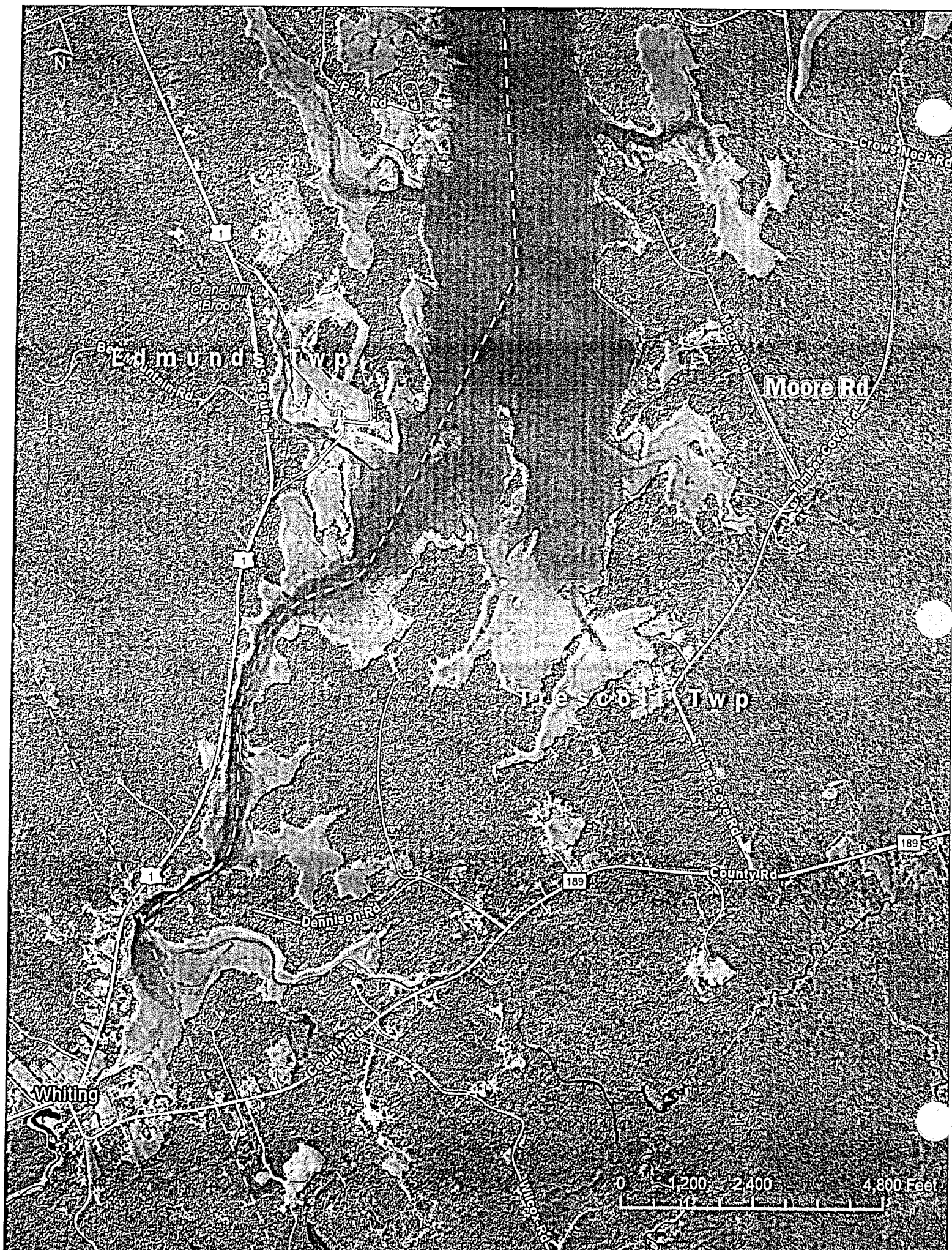
Tenney Brook

Centerville Rd

Station Rd

Centerville Cross Rd

0 750 1,500 3,000 Feet



**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
June 11, 2026**

There is one update and two action items this month:

Update 1 – Legal consultation on the subject of managing interest income from TIF-related bank accounts

Based on the feedback from the commissioners at last month's meeting, I have reached out to the law office of Dennis Mahar in Calais to explore working with him to resolve the issue. Mr Mahar indicated his interest in working with us and we plan to have a call within the coming days to review the request and to get an estimate of the costs of his consultation.

Action Item 1 – Cobscook Institute TIF Loan Request

The TIF Loan Committee requests that the Washington County Commissioners vote to approve a TIF loan to Cobscook Institute in the amount of **\$162,439**. Cobscook Institute is a well-established nonprofit organization located in Trescott Township that has served Washington County for more than 25 years through educational programming, workforce development initiatives, community events, youth programs, and other community-based services.

Loan proceeds will be used to finance the purchase and installation of a **94.77-kilowatt solar photovoltaic system** that will reduce the organization's operating expenses and improve long-term facility resiliency. The proposed loan carries an interest rate of **3.75%** with a **10-year repayment term**. The loan will be secured by a **first-position lien on the solar equipment**, including the solar panels, inverters, mounting systems, electrical infrastructure, and associated interconnection improvements. Following review of the application, financial statements, project budget, and collateral package, the SCEC Loan Committee recommends approval of the request.

Please see Attachment 1 for the detailed loan application file.

Action Item 2 – Appointment to TIF Grant Committee

The TIF Grant Committee requests that the Washington County Commissioners vote to appoint **Jenny Windsor, Finance Director**, as a member of the TIF Grant Committee. Ms. Windsor

recently assumed the role of Finance Director and will provide valuable financial oversight and expertise to the committee's review of grant requests, project funding recommendations, and administration of TIF-related funds.

Her participation will strengthen coordination between the County's financial management functions and the TIF program, helping to ensure sound fiscal stewardship, compliance with applicable requirements, and effective management of TIF resources. The TIF Grant Committee recommends approval of this appointment.