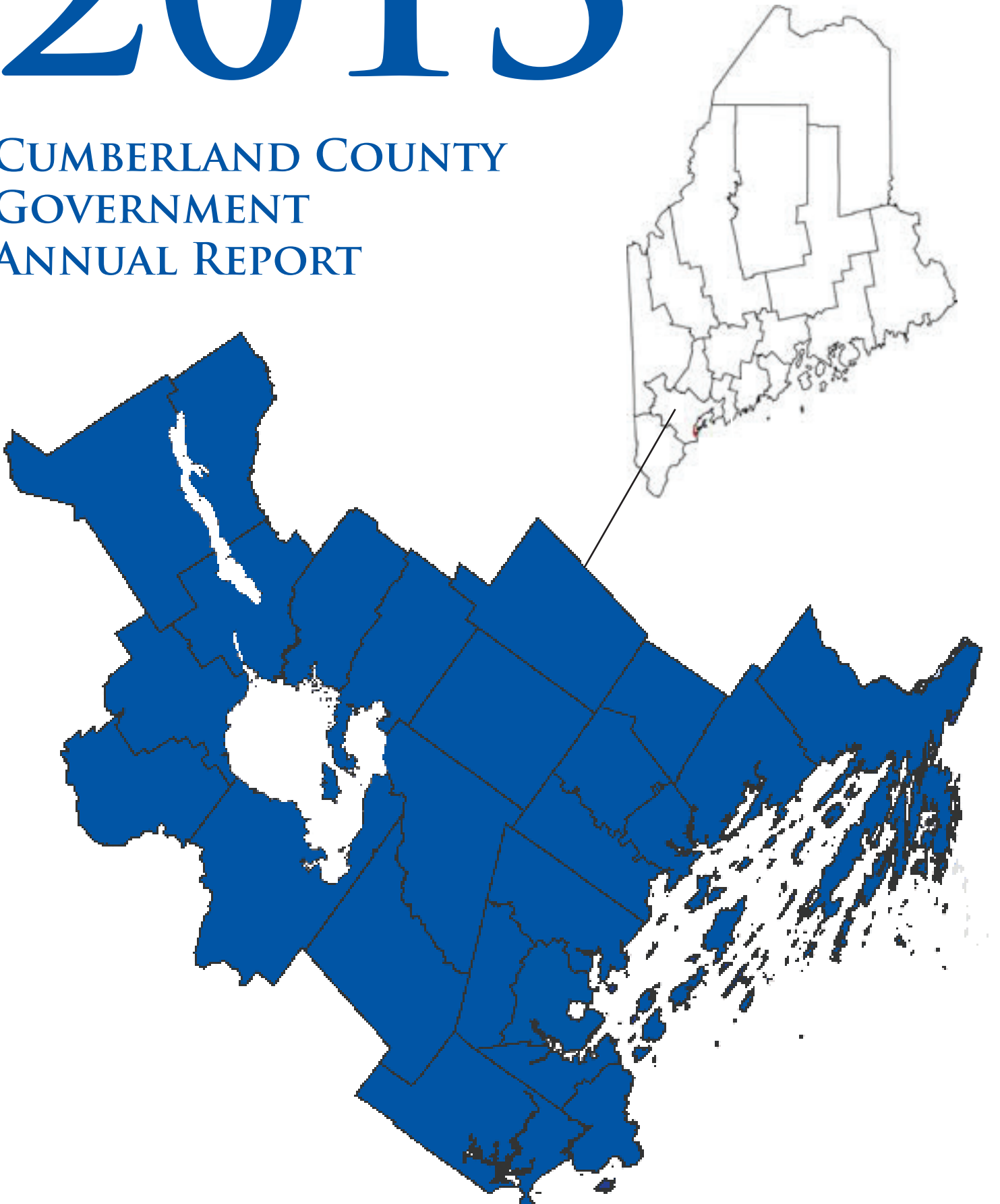


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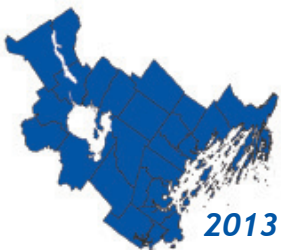
## CUMBERLAND COUNTY GOVERNMENT ANNUAL REPORT



# 2013

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Peter Crichton  
County Manager

## FROM THE MANAGER

Dear Citizens of Cumberland County:

On behalf of the Cumberland County Board of Commissioners, Neil Jamieson, Tom Coward, Mark Grover, James Cloutier and Chair Susan Witonis, I am pleased to present our 2013 Annual Report in accordance with the provisions of Title 30-MRSA, Section 952. This report is intended to provide the reader with a better understanding of the many services of Cumberland County Government.

Our mission statement reads: "The County of Cumberland is committed to providing quality services to all citizens equitably, in a responsive and caring manner." In 2013, we continued to seek new ways to be a more efficient form of government and to find better ways to serve our citizens. Our new Regional Assessing department is an example of our initiative to continually seek to provide essential services to the taxpayers.

The following pages will provide you with a brief understanding of each department within Cumberland County Government and their activity for 2013. Several departments also produce their own detailed annual report. We encourage you to go to our website at [www.cumberlandcounty.org](http://www.cumberlandcounty.org) to see some of what we do at Cumberland County Government.

Sincerely,

A handwritten signature in blue ink that reads "Peter Crichton". The signature is fluid and cursive, with the first name "Peter" and last name "Crichton" clearly distinguishable.

Peter Crichton  
County Manager



Neil D. Jamieson, Jr.  
District 1



Susan E Witonis  
District 2



Mark D. Grover  
District 3



Thomas S. Coward  
District 4



James F. Cloutier  
District 5

## COUNTY COMMISSIONERS

The five commissioners are the chief elected officials of the county. Their primary role involves the approval of the county budget. This process allows the commissioners to assess county operations for both efficiency and effectiveness.

The commissioners establish these priorities when they levy a county tax on the towns and cities which are part of Cumberland County. The commissioners also provide representation on numerous boards and committees in furthering the goal of interagency cooperation.

In 2010, voters in Cumberland County approved a first-ever charter for the county. The charter was drafted over the course of two years by a Charter Commission created in 2008 that had 6 members elected by the public and 3 members appointed by the County Commissioners. A charter is the defining document of how a body of government organizes itself, selects officers, officials and employees, and establishes departments, agencies and boards. By voting for the charter, the number of districts and County Commissioners increased from 3 to 5 commissioners.

## HISTORY

The County of Cumberland was incorporated in 1760, named after William, Duke of Cumberland, son of King George II.

The county is comprised of three cities: Portland, South Portland, and Westbrook and twenty-five towns: Baldwin, Bridgton, Brunswick, Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Harpswell, Harrison, Long Island, Naples, New Gloucester, North Yarmouth, Pownal, Raymond, Scarborough, Sebago, Standish, Windham, and Yarmouth. The City of Portland is the county seat.

The area of the County is 853 square miles. The population as of December 2010 is 281,674.







Peter Crichton  
County Manager



Bill Whitten  
Assistant County  
Manager



Wanda Pettersen  
Director of Human  
Resources

## EXECUTIVE DEPARTMENT

These executive positions are under the office of the County Manager. The manager coordinates the budget process with the assistance of the Assistant County Manager, HR Director and Finance Director.

Peter Crichton, the County Manager provides the Commission with administration oversight of the operation and costs associated with the various service components of county government. The manager is also involved in collaborating with municipalities on opportunities to provide services more cost efficiently and effectively.

Bill Whitten, Assistant County Manager, is responsible for assisting the county manager in various aspects of county management. He also is the legislative liason for the Cumberland County Region in both Augusta and Washington, DC. He also serves as the County Economic Development and Information Director.

### *Human Resources*

The Human Resources Department is responsible for recruiting and retaining the best employees for Cumberland County Government. The four Human Resources staff administer the wage and benefit programs of 400 employees. The Department is responsible for the interpretation and administration of five collective bargaining agreements, along with the nonunion policies and administrative regulations. We are committed to building confidence, respect and contentment in our employees by providing employee assistance, wellness activities, blood drives, and health education programs.

# CUMBERLAND COUNTY COMMUNITY DEVELOPMENT



Aaron Shapiro  
Director of  
Community  
and Economic  
Development Grant  
Program

Now entering its eighth year, the program is well established as a valuable ongoing initiative of Cumberland County government. The partnership with our communities begun in 2006 has continued to expand, evolve, and strengthen.



2013 Annual Report

1) Cumberland County received \$1,534,022 from the U.S. Department of Housing & Urban Development (HUD) in its 7th program year, for community development projects and programs. Bridgton and South Portland each receive a set-aside of this annual allocation, with the remaining 23 member communities applying for funds through a competitive application process.

2) Grants awarded in June 2013 for community based and region-wide projects:

- Cape Elizabeth + 7 other towns - Domestic Violence Response, \$56,507
- Center for Therapeutic Recreation, \$5,000
- Freeport - Elder Association Bus, \$15,000
- Gorham & Standish - Elder Services, \$35,433
- Regional Critical Access Ramp Construction - Alpha One, \$50,000
- Regional Housing Rehab/Heating Improvement - Opportunity Alliance, \$158,133
- Westbrook - Downtown Streetscape Improvements, \$330,000
- Westbrook - Wescott Community Center Electrical Improvements, \$150,000
- Gorham - Village Master Plan, \$21,000
- Opportunity Alliance - Assessment of Homeless Services, \$14,000
- Westbrook - Planning for Riverwalk Trail, \$25,000
- Bridgton - Set-aside Grant, \$191,532
- Depot Street sidewalk reconstruction, Rufus Porter Museum renovations, Community Center windows; Public Services
- South Portland - Set-aside Grant, \$425,626
- Housing Rehab, Redbank Park improvement, Brick Hill basketball court, Hutchins School painting; Public Services

3) Highlights of projects completed during the year include:

- **New Gloucester Public Water System** - This project created a new public water system serving residents in the Upper Village neighborhood who had been plagued with water contamination of their private wells for decades. CDBG funds contributed \$235,000 to the \$2 million total project cost in partnership with Rural Development, the Town of

New Gloucester and the Maine Dept. of Environmental Protection.

- **South Portland Transit Hub** - This bus shelter/transportation hub is located at Ocean and Thomas Streets in South Portland. The facility provides a comfortable and convenient amenity for riders, including indoor and outdoor waiting areas, seating, and route and schedule information, as well as an attractive design that blends in with the character of the neighborhood. In addition to CDBG funds, the project was financed with a combination of funds from the Federal Transit Administration, South Portland Bus Co. Capital Reserve, and South Portland General Funds.
- **Demolition of the former Maine Rubber Company Building, Westbrook** - The hulking, dilapidated 30,000 sq. ft. building at the entrance to downtown from the west had been used intermittently, primarily for storage since the mid-1990s. Spurred by a \$125,000 grant, the building is now gone, the area cleared. While nothing has yet been constructed on the site it's a prime parcel for redevelopment and a key component of the downtown's future.
- **Habitat-for-Humanity subdivision, Freeport** - The CDBG program contributed \$143,000 to construct public infrastructure for a new affordable housing development built by Habitat-for-Humanity. The water, sewer, storm drainage and roadway constructed with grant funds enabled the construction of 2 triplexes and 1 duplex - 8 condominium homes in all. Two units are occupied, one is awaiting occupancy, the duplex is under construction and the final 3 units will be built in 2015. Located on West Street, this is a high quality housing development adjacent to Freeport Village.

4) New grantees for the 2014 program year were selected in May, 2014. Our CDBG allocation, will be \$1,456,936.

5) Tom Bartell, Economic Development Director for the Town of Windham, continues to serve as Chair of the program's Municipal Oversight Committee (MOC). The MOC is the assembly of all 25 participating communities providing policy guidance and oversight to the program.

# CUMBERLAND COUNTY VIOLENCE INTERVENTION PARTNERSHIP



Faye Luppi  
Violence Intervention  
Program Director

The VIP Project Director Faye Luppi represents Cumberland County on the court DV Advisory Council, the New Mainers DV and Sexual Assault Initiative, the Safe Campus project at USM, the U.S. Attorney's Project Safe Neighborhoods, and the Maine Commission on Domestic and Sexual Assault.

In 2012, VIP received a two-year OVW/DOJ grant for \$299,907. This brings the total received from OVW for this project to \$3.4 million since 1997.

VIP project goals are to coordinate a community response to domestic violence, hold offenders accountable and enhance victim safety.

VIP has nine current initiatives:

- Provide specialized services to elder victims; in 2013, 94 elder DV victims were served by our project's specialist in advocacy for elder victims- including hospital response, difficult housing issues, support groups, and protection orders and other court advocacy
- Working with the business community to identify best practices for addressing workplace domestic violence; the 2013 focus was training employers using the DV Abusers in the Workplace toolkit and film spearheaded by the Maine DV Coalition and the Maine Dep't of Labor, including training for a local hospital.
- Participating in the DV Court Project to coordinate civil and criminal dockets, and judicial monitoring, using a dedicated probation officer and Maine Pre-trial Case Manager and risk assessment tools. The DV probation officer has supervised 219 probationers in 2013 at a higher level than would be possible without this project. The MPS DV Case manager has supervised 116 offenders in the community in 2013 (116 times an average of 90 bed days out per client, equals a significant savings for the jail). We also work closely with the DV Unit of the DA's Office, and continue a monthly review of cases deemed high risk.
- Working with leaders in the refugee and immigrant communities to conduct outreach, including support for language line services, and translation of outreach materials. We are active partners with the United Somali Women of Maine, whose staff provides services to Somali and other refugee victims of domestic violence.
- Providing outreach, advocacy and re-entry planning for incarcerated victims of domestic violence. In 2013, the Incarcerated Victim's Advocacy Program at the Cumberland County Jail and the Maine Correctional Center has served

338 victims of abuse with education support groups, case management services, and transitional and re-entry services for the women at CCJ when they leave the jail.

- Training healthcare providers, in partnership with the Physicians for Social Responsibility and Family Crisis Services. In 2013, 172 healthcare providers were trained about the importance of screening/referral for DV.
- Partnering with local faith communities to increase awareness of domestic violence, and how faith leaders and communities can be part of the response to DV; My Sister's Keeper mentors were trained about DV.
- Improve outreach/advocacy services for homeless and trafficking victims.
- Enhance collaboration with Sexual Assault Response Services of Southern Maine. The VIP project Incarcerated Women's advocate has worked with 20 victims of trafficking and developed Commercial Sex Trafficking posters to provide information/ resources to victims.

1233 law enforcement officers and criminal justice personnel, physicians, employers, judges and others were trained in 2013 about domestic violence through VIP. Most recent trainings include Investigation of Strangulation Cases; Impact of Exposure to Violence on Children; and Risk Assessment in Maine. Our leadership in implementing risk assessment in DV cases has been recognized nationally as a "promising practice," and "the future for first responders."

VIP has also been an active partner with the Community Counseling Center's (CCC) Children's Initiative, where we have facilitated referral of children exposed to DV for evidence-based, trauma informed counseling. VIP is one of three lead partners with Portland Public Health and CCC, in the Defending Childhood Project selected as one of 8 in the country for a federal DOJ Demonstration Grant to respond to children exposed to violence.



# CUMBERLAND COUNTY DISTRICT ATTORNEY'S OFFICE



District Attorney  
Stephanie Anderson



Deputy District Attorney  
Megan Elam

The Office of the District Attorney is committed to providing prompt, effective and compassionate prosecution of all cases charged in a manner that protects the constitutional and legal rights of the accused, advocating for the interests of the victim, respecting law enforcement agencies, promoting public safety and being responsible stewards of public resources.

In 2013, we received and reviewed 12,154 cases from Law Enforcement Agencies:

Brunswick Police Department	703
Bridgton Police Department	252
Cape Elizabeth Police Department	185
Court Security	10
Cumberland County Sheriff's Dept	1,095
Cumberland Police Department	168
Department Of Labor	18
Department Of Motor Vehicle	6
Falmouth Police Department	258
Federal Drug Enforcement	1
Freeport Police Department	272
Frye Island Police Department	8
Forestry Service	3
Gorham Police Department	527
Inland Fisheries And Wildlife	78
Long Creek Youth Development Center	115
Maine Department Of Corrections	13
Maine Drug Enforcement Agency	145
Marine Patrol	68
Maine State Police	488
Other	81
Portland Police Department	3,293
Railroad Police	12
Scarborough Police Department	769
State Fire Marshall	4
South Portland Police Department	1,300
University Of Southern Maine Police	84

Windham Police Department	571
Westbrook Police Department	1,391
Yarmouth Police Department	236

We processed 49 Fugitive from Justice Defendants and handled 654 probation revocation initial appearances.

The majority of our caseload (84%) are processed through our adult criminal prosecution teams while our Juvenile division and Domestic Violence each processed 8% of our cases.

Of the cases received, 12,007 have reached some resolution, including but not limited to cases where prosecution was declined, cases which were dismissed, cases which resulted in a plea as well as cases where deferred disposition agreements were reached.

We supervised 614 participants in our deferment program. We have collected \$113,363 in supervision fees from the participants. Collectively those participants have completed 11,528 hours community service.

Our prosecutions resulted in 466 of new restitution orders. In 2013 we paid out restitution \$472,775 to victims.

We received 114 referrals for our Check Enforcement Program and returned \$5,598 to local area merchants.



Cumberland County District Attorney's Office



# CUMBERLAND COUNTY REGISTRY OF PROBATE



Judge Joseph Mazziotti,  
Probate Judge



Jack O'Brien  
Register of Probate

We were pleased to continue the smooth operation of the office, providing the excellent customer service of which we are so proud. We received a total of 1,775 new filings, including 77 formal and 1,091 informal decedent's estates and related matters, 94 guardianships of minor children, 139 guardianships and conservatorships of incapacitated adults, adult and minor name changes, and 120 adoptions. Every municipality in the County is represented in proportion to their population in these totals.

"Informal" estate matters are those which can be processed and resolved by the Register's staff. "Formal" matters require a hearing before the Probate Judge. Each and every petition for guardianship, name change, or adoption is heard by the Judge. Some hearings are as short as 15 minutes, but some cases require extensive and multiple court appearances, with multiple parties and attorneys, over a period of months, with some cases taking years to resolve.

Judge Mazziotti continues to serve on the Probate and Trust Law Advisory Committee, a statewide committee comprised of judges and lawyers charged with reviewing probate policies and procedures and making recommendations for changes in the statutes and rules that govern this area of the law. The Committee has completed its initial review of the Probate Code and has circulated a draft document to "stakeholders"—attorneys, judges, and registers—for comment before the proposed changes are presented to the Legislature. The thrust of the enterprise has been to compare the Maine Probate Code with the comprehensive Uniform Probate Code which is a model for many states' laws.

Required electronic filing of all probate petitions filed by attorneys has been pushed back by the Legislature to October 1, 2014. The statewide group that devised e-filing is now working on a system of interview questions to generate the appropriate forms for e-filers. This should make the transition easier for attorneys who could not take advantage of the initial training that was offered when the

program began two years ago.

A highlight of the year is always Adoption Day in November, sponsored by Maine Department of Health and Human Services, the Probate Court, and the Children's Museum in Portland, which hosts the event, where over 15 adoption finalizations are celebrated in one afternoon.



The probate staff consists of elected officials Joseph R. Mazziotti, Judge of Probate and John B. O'Brien, Register of Probate. Barbara Gauditz is the Deputy Register of Probate. Jessica Joseph is the Legal Secretary who coordinates the Judge's schedule and court calendar and processes adoption and name change petitions. Clerks Martha Hughes, Jeff Kimball and Halli Perrigo share the work of processing formal and informal estates, claims against estates, closing statements, guardianship and conservatorship petitions and the numerous requests for certified copies of wills and various other documents. Special congratulations to Jeff, who was awarded the Annual Health Award for his outstanding work on the Got Health! Initiative.

# CUMBERLAND COUNTY REGISTRY OF DEEDS, CUMBERLAND COUNTY FINANCE DEPARTMENT & TREASURER



Pamela Lovley  
Register of Deeds

## *Registry of Deeds*

The Registry processed 79,931 documents and 475 plans in 2013. Revenues generated by the Registry of Deeds for 2013 totaled \$10,800,263. From this amount the registry transferred \$7,718,091 to the State, which represents 90% of the transfer tax and CITT tax collected. The County's 10% share of transfer tax and CITT tax was \$857,566.

In accordance with Chapter 503, Sec. 1. 33 MRSA §752, the State gave the Registries of Maine authority to collect a \$3.00 surcharge for each document recorded. Our surcharge collections totaled \$187,140.

The goal for this year was to begin electronic filing of land documents. Our customers have requested it and we accomplished this goal in September of 2013, a great technology advancement for the County of Cumberland customers.

In November of 2013 we began sharing our office with the New County Assessing Office. As that Department grows with each municipality that comes on board we will be looking at a new office layout during 2014.

I am proud of our knowledgeable, courteous and friendly staff and commend them for their hard work and dedication to the citizens of Cumberland County.



Alex Kimball  
Director of Finance

## *Finance Department*

The Finance Department prepares the annual budget and maintains all accounting functions for the County's \$40 million budget, including accounts payable, accounts receivable and payroll. The department has received national recognition annually for its governmental accounting practices. For a copy of the complete budget, please go to [www.cumberlandcounty.org/finance](http://www.cumberlandcounty.org/finance) and download the 2013 Budget.



Diane Gurney  
Treasurer

## *Treasurer*

The Treasurer of Cumberland County is elected every four years. The Treasurers' duties involve making investments for the County, reviewing and signing accounts payable checks, and participating in the annual tax anticipation notes procedure.





# CUMBERLAND COUNTY INFORMATION TECHNOLOGY DEPARTMENT



Aaron Gilpatric  
Information  
Technology Director

2013 was a very productive year for the IT Department, as great strides were made on critical projects and new members of the team were hired. In 2013 two vacancies were filled, as Benjamin Austin was hired as the Computer Specialist, and Quentin Tardiff was selected to fill the Network Administrator position. In addition to the daily tasks of maintaining the highest quality of service for our four campus locations, our IT Staff replaced outdated equipment, researched more efficient ways to do daily tasks, and continued to further their education to meet today's demanding IT needs.

The County IT staff installed a new assessing server to service the staff of the newly created Regional Assessing Department. IT staff was responsible for the successful migration of assessing data from the towns of Yarmouth and Cumberland onto the new County server.

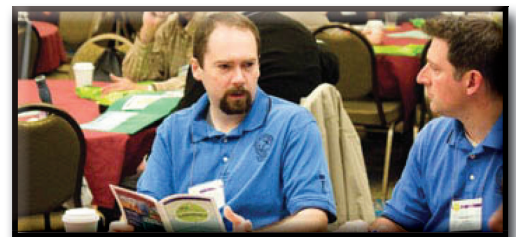
A new Citrix XenApp server was installed to support remote County employees, as well as to provide access for municipal employees accessing Assessing data on the County hosted server. The new Citrix server provides additional functionality and security over the previous version being utilized.

Perhaps the largest project completed was the successful conclusion of the CAD consolidation project. A project which began over a year ago, data from two Computer Aided Dispatching (CAD) programs in use by the Cumberland County Regional Communication Center were merged into one system. Multiple municipal clients of the CCRCC also had to be merged onto the County software platform. Months of work by the County IT staff was spent collaborating with the vendors to map data fields and tables, and review mock data merge results. Hours were spent creating new user and group privileges in the software, and five weeks of municipal user training was successfully executed to merge five police departments and 12 fire departments onto one software vendor. The end result is a tightly integrated software platform that allows for excellent data sharing between agencies.

The District Attorney's Office, Executive Office, and Human Resources all had their respective computers replaced and upgraded this year by the IT department.

Also completed in 2013 was a project to replace a dozen laptops in use by County Sheriff Deputies, the implementation of networking switches for the County Jail video surveillance system, and the implementation of laptops into the Jail housing areas for the keeping of electronic logs.

In addition to providing excellent customer service and completing the projects listed above, our staff also made time to go to training. Training for IT Professionals is the key to providing cutting edge skills and services. Our Network Administrator Quintin took Cisco & VMWare classes while our Public Safety Software Specialist Jason attended a Spillman Users Conference - GIS Track and was also certified for Citrix XenApp/ XenServer. Our Computer Specialist Ben received his A+ Certification and Director Gilpatric also attended the Spillman Users Conference.



*Cumberland County IT Director Aaron Gilpatrick and Public Safety Software Specialist Jason Leveille attend a technology conference*



# CUMBERLAND COUNTY SHERIFF'S OFFICE



Sheriff Kevin J. Joyce

The mission of the Cumberland County Sheriff's Office is to preserve the peace, enforce the law and protect the rights and property of those we serve. Further to provide a safe and secure detention environment for those placed in our custody. We will accomplish this in partnership with the citizens we serve to promote public safety in our communities.

## ***Patrol***

The Patrol Division performed 6,323 traffic stops and 990 watercraft checks in 2013. The Division received 34,373 calls for service which is an 8.2% increase over 2012.

### **Canine Unit Calls:**

- Tracking - 90
- Building Searches - 10
- Drug Searches - 25
- Articles Searches - 12
- Miscellaneous Searches - 15

### **Honor Guard:**

The Honor Guard participated in 13 events in 2013, which included the Red Sox Pregame Ceremony on Maine Day, the wake and funeral for Retired Sheriff Marty Joyce, Wreaths Across America and various other parades and events.

### **Dive Team:**

The Dive Team developed and taught "Ice Training Certification" class. They also participated in Underwater Hazardous Device Search Training, Pier-side Operations Training and offered services to the Sebago Lake Fishing Tournament and the Long Island Lobster Boat Races.

### **Emergency Services Unit:**

Members of the Emergency Services Unit hail from Brunswick Police Department, Westbrook Police Department, Falmouth Police Department, Cumberland Police Department and Cumberland County Sheriff's Office. The unit had 19 calls for service and worked with schools in Cumberland County upgrading emergency response plans and updating technology.

### **Reconstruction Unit:**

The Reconstruction Unit, which analyzes vehicle crash incidents through a reconstruction technique, received 20 calls

for service in 2013. As well, the Unit participated in various training events.

## ***Criminal Investigation Division***

The Criminal Investigation Division responded to 1,318 calls for service. Thirty-one percent of the cases were comprised of robbery, theft, and burglary.

### **Sex Offenders:**

The Criminal Investigation Division monitored 146 sex offenders which comprises 11 percent of their case load.

## ***Support Services Division***

The Support Services Division sponsored many events supporting the mission of open communication between law enforcement and the community we serve:

- Senior Crime Prevention Luncheons
- Senior Neighborhood Awareness Program (SNAP)
- TRIAD
- Casco Bay CAN collaboration
- Explorer Post #3
- Police Athletic League
  - Supporting Youth Athletes in Cumberland County
  - Offering Scholarships for Cumberland County High School Seniors

Supporting non-profit organizations of Cumberland County:

- STRIVE
- Dream Factory
- Muscular Dystrophy
- Wounded Warrior Project
- Special Olympics
- Fight Crime - Invest in Kids
- MDEA Drug Take-Back Events
  - 24/7 Drug Drop Box

### **Civil Processing:**

The Civil Process Deputies received 8,437 papers for service, a typical amount for any given year.

### **Training:**

Training is a continuous process at the Cumberland County Sheriff's Office. In 2013 15,900 hours of training were



# CUMBERLAND COUNTY SHERIFF'S OFFICE



Chief Deputy  
Naldo P. Gagnon

scheduled.

Training includes:

- Cumberland County Sheriff's Office Corrections Officer Academy
- Multi-jurisdictional Active Shooter Training
- Cardiopulmonary Resuscitation
- Crisis Intervention Training

## Corrections

The mission of the Cumberland County Jail is to provide a healthy, safe, secure, humane and cost effective environment in which to detain persons alleged or convicted of crimes.

The majority of persons incarcerated at the Cumberland County Jail have committed Class D misdemeanors such as disorderly conduct and criminal mischief. Inmates in this classification typically spend well under three years incarcerated.

Run similar to a college campus, the jail provides transportation for inmates to court, doctor appointments and between various Maine Correctional facilities.

Food Services:

There were 543,850 inmate meals and 53,430 staff meals prepared in 2013. That is an average of 1,490 meals per day at \$1.08 per meal. Total cost for meals was \$645,062.

Inmate Services:

Inmates are afforded many services designed to help improve their quality of life and to help reduce the occurrences of recidivism.

- Religious Services
  - Multidenominational
- Educational Services to include:
  - General Education Diploma
  - Work Skill Classes
  - Vocational Classes
  - Horticultural / Gardening
  - Health and Wellness Classes
  - Culinary Classes
- Library Services

Community Corrections:

With a 66.2% success rate, the Cumberland County Sheriff's Office Community Corrections program helps prepare inmates for life after incarceration. Carefully screened inmates, near the end of their sentence, may do one of the following:

- Labor for Nonprofit Organizations
- Labor for the Cumberland County Sheriff's Office Campus in Portland
- Employment at For Profit Organizations
- Attend College

Inmates learn marketable skills, how to look for a job, how to retain employment once hired and how to earn a degree. Many persons employed during incarceration retain those positions for 1 or more years after release. As well, many have graduated from the college that they started while incarcerated.

Nonprofit organizations saved nearly \$500,000 in labor costs thanks to the services of the Cumberland County Sheriff's Office Community Corrections Program.

The Citizens of Cumberland County saved over \$175,000 by inmates performing maintenance, janitorial, and lawn work at the Sheriff's Office Campus.



Cumberland County Jail

# CUMBERLAND COUNTY REGIONAL COMMUNICATIONS



Bill Holmes, Regional  
Communications  
Director

After nearly a year and a half, Cumberland County Regional Communications (CCRCC) has selected and installed a single CAD system at the CCRCC. Transitioning to a single CAD system was imperative to the operations at the CCRCC. With the installation of Spillman as the single CAD system, the CCRCC staff now have the ability to each view the entire CAD at the same time. We have the ability to use software designed to interface with Spillman which will reduce call entry and process time, reducing the amount of time it takes to fully train staff members.

In addition, our public safety agencies will each have the ability to view one another's calls for service in real time. Many of these agencies also have the added benefit of additional computer program modules they did not have previously.

We all recognize the commitment to this important project by the County Manager, Peter Crichton, and the County Commissioners. We also recognize the exhaustive efforts of CAD Committee Chair Kevin Schofield and the members of his committee to bring this project to a successful conclusion.

Lastly on the CAD project, we also recognize the efforts of IT Director Aaron Gilpatrick and IT staff member Jason Leveille. Due to the hard work of the CAD committee and the IT staff, this transition to a single CAD system has gone even smoother than we could have expected.

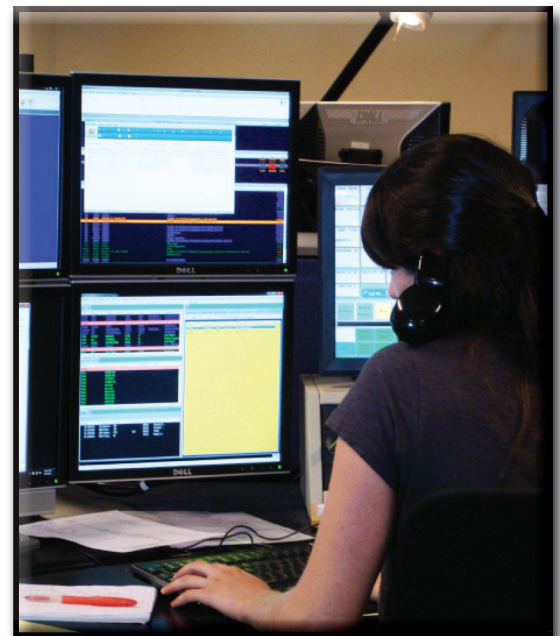
Another important project was the installation of a new 190 foot radio tower. The project was funded by a \$235,000 federal grant. Director of Facilities Bruce Tarbox and his staff members worked with Scott Rivard of RCM, Dave Libby, Emergency Management Director Jim Budway and me to move this project forward. The construction of the tower is set to begin at the beginning of February 2014.

In 2013 the Commissioners approved CIP funding to support several important and necessary projects at the CCRCC. We will

be working with our technical partners and experts in the coming months to:

- Replace older radios in the CCRCC backroom operations.
- Add two additional channels to the Countywide Microwave system available for all agencies and communities within Cumberland County to use.
- Install equipment at the State Police Barracks in Gray which will serve as one of two emergency evacuation locations of the CCRCC.
- Replace old worn radio antennas on the tower at the CCRCC for both the CCRCC and EMA.

Deputy Director Deb Plummer, the CCRCC Staff and I are honored to partner with our Public Safety agencies to continue serving the Citizens of Cumberland County. As always, the staff members of the CCRCC wish to thank the County Commissioners, the County Management and our Board of Directors for your continued commitment to ensuring that we have the tools and training required to provide our citizens with the highest level of professional emergency communications service.



*Dispatcher Lynch on a 911 call*



# CUMBERLAND COUNTY REGIONAL COMMUNICATIONS

## ***Calls for Service 2013***

Cumberland County Sheriff's Office	34,373
Gorham Fire Department	2,589
Gorham Police Department	17,411
Baldwin Fire Department	86
Raymond Fire Department	767
Casco Fire Department	630
Naples Fire Department	745
Harrison Fire Department	268
Bridgton Fire Department	347
Bridgton Police Department	7,402
Gray Fire Department	1,077
New Gloucester Fire Department	467
Cumberland Fire Department	807
Cumberland Police Department	9,981
Windham Fire Department	2,508
Windham Police Department	21,755
Cundy's Harbor Fire Department	173
Harpswell Neck Fire Department	224
Orr's / Bailey Fire Department	206
Long Island Fire Department	85
Chebeague Island Fire Department	108
Frye Island Fire Department	27
Frye Island Police Department	288
CCRCC 9-1-1 calls	28,684

***Total***

***102,324***



*Shift Supervisor Durrah and Dispatcher Bellino*



# CUMBERLAND COUNTY EMERGENCY MANAGEMENT AGENCY



James Budway,  
Director

The County of Cumberland's Emergency Management Agency is responsible for carrying out the annual work program and other tasks directed to the agency by the State of Maine, Department of Defense, Veterans and Emergency Management.

The mission of the Emergency Management Agency is the coordination, preparation and carrying out of all emergency functions, except military, to minimize and repair injury and damage resulting from a disaster which exceeds local and County resources. The Emergency Management Agency's responsibility embraces active involvement in state and federally administered programs which include:

- Civil Emergency Preparedness, MRSA Title 37B and 42 USC 5121 et seq.
- Terrorism / Weapons of Mass Destruction
- Hazardous Materials and Community Right to Know programming, MRSA Title 37B and PL 99-499 Title III and 40 CFR 1910.120.
- Dam and reservoirs safe operation and planning program, MRSA Title 37B, chapter 21.

The activities of the Cumberland County Emergency Management Agency staff for the year 2013 are as follows:

## ***Emergencies and Activations:***

Envirologix Propane Leak, January 20  
Blizzard, February 8-9  
Maine Mall Propane Leak, February 17  
Harrison Aircraft Incident, March 2  
Standish Earthquake, March 30  
Yarmouth Propane Explosion, June 25  
Windham Propane Tank Leak, July 8  
Hannaford Forklift Gasline Puncture, August 11  
Power Outage, September 21  
Summer Thunderstorms  
Winter Storms

## ***2013 Homeland Security Grants:***

- \$ 96,000 was awarded through Cumberland County Emergency Management in 2013 in the form of Homeland Security Grants.
- Working with the CCRCC in the establishment of a new Cellular Tower on Windham campus.

## ***Local Emergency Planning Committee Activities:***

- Received, reviewed and Logged Tier II reports for over 100 EHS and over 300 non EHS facilities
- Provided local responders with over \$15,000 in Hazardous Materials Training Grants
- Fairchild Semiconductor / Texas Instruments Drill
- Monson Company Full Scale HazMat Drill/Training
- Mapping of EHS Facilities
- Conducted Facility Plan Reviews, Facility Exercise Reviews, Dam Plan Reviews

## ***Exercises:***

- MEMA Vigilant Guard 14 Exercise planning
- SNS POD Exercise
- Portland Jetport Drill
- Marine Terminal Exercise
- Southern Maine Post Office Processing Center Drill
- Statewide Communications Drill
- Participated in Autumn Charge III

## ***Special Teams:***

- Incident Management Assistance Team (IMAT) continued to build and train members
- MRC/FAST continued to strengthen



# CUMBERLAND COUNTY EMERGENCY MANAGEMENT AGENCY

- the Cumberland County Medical Reserve Corps. Through membership, responsibilities and duties
- Continued support of the Cumberland County HazMat Response Teams
- Continued support of the Southern Maine COAD (Community Organizations Active in Disaster)
- The Cumberland County Animal Response Team (CART) participated in many exercises, trainings and public events
- ARES - Supported local activities of ARES Group
- Continued completing background checks on all volunteers associated with Cumberland County

## ***National Incident Management Systems (NIMS):***

- National Incident Management Systems (NIMS/PREPCAST)
- Continued coordination, program and database management

## ***Tsunami Preparedness Grant:***

- Fulfilled the requirements of the grant which was \$39,000
- Disseminated printed public information pamphlets in 7 languages/styles
- Completed purchase and training of emergency information roadway signs

## ***Training Provided:***

- Pet Sheltering
- Pet CPR
- FEMA STEP School Program
- Instructed IS 100 & IS 700 Training
- ICS 300 & ICS 400
- IRT Bomb Class for Emergency Responders
- IMAT Training to Responders

## ***Miscellaneous Activities/Projects:***

- Participation in Critical Infrastructure Protection Planning with MEMA.
- Continued to utilize PageGate, Citywatch, Web EOC, GETS, HAN and other forms of notification.
- Secured funding & supported FATPOT

- Began working with D4H Resource/ Training Database
- Excessive Heat Planning w/Maine CDC
- Initialize IPAWS notification research/ review
- Created and presented Child Care and Long Term Care Facility briefings on Preparedness and Planning
- Updated County & Municipal EOP's
- Continued using Social Networking as a means of Public Information and Notification
- Assisted towns with radio procurement/ programming
- Led monthly radio and communications drills with public & private partners
- Organized and participated in the 2013 Homeland Security Grant Review
- Portland Jetport & Brunswick Airport Assessments by FEMA Region I
- Participated in the SoMe COAD VRC Training
- Participated in Inter-local Storm Water Group Meetings
- Participated in River Flow Advisory Meetings
- Traffic Incident Management Group
- Participated in Public Information / Speaking engagements:
  - o Southern Maine Home Show
  - o Southern Maine EMS Expo
  - o New Gloucester Community Fair
  - o Scarborough Summerfest
  - o Rescues on the Runway
  - o Great State of Maine Airshow
  - o Southern Maine Home Show
  - o Southern Maine EMS Expo
  - o New Gloucester Community Fair
  - o Scarborough Summerfest
  - o Rescues on the Runway
  - o Great State of Maine Airshow



# CUMBERLAND COUNTY FACILITIES DEPARTMENT



Bruce Tarbox,  
Facilities Director

This was a year filled with planning, projects, and work performance to continue to provide an efficient, safe and healthy place for employees and the general public. Ongoing training, improved communication and employee engagement will all help provide the continuous improvement we are striving for.

The Facilities staff of 29 manages and maintains a dozen buildings that total over 410,000 square feet and a fleet of 121 vehicles that travel over 1.2 million miles. Our department also manages the public parking garage, storage buildings and acres of parking lots and landscaping.

In addition to our daily responsibilities in 2013, we also supervised many capital and conservation projects that were completed as part of our long range goal of maintaining Cumberland County buildings and properties for now and the future.

Some highlights for 2013 include:

- Installed two new cogeneration units at the County Jail that efficiently generate both domestic hot water and electricity.
- Completed the flooring and lighting rehabilitation efforts in the Parking Garage.
- Recovered from a 179,000 gallon flood in the basement of the County Courthouse. This work included the restoration and relocation of all records stored at this site, as well as the repair and replacement of any affected mechanical infrastructure.
- Continued the phased replacement of structural flashings and roofs at both the County Jail and Courthouse.
- Facilitated the renovations at 25 Pearl Street to accommodate the new Regional Assessing Office.
- Initiated the construction of a new 190' radio antenna at the Regional Communications and Emergency Management site.
- Replaced the flight style institutional dishwasher at the County Jail with a new model featuring several energy recovery features.

- Responded to over 1,800 work order requests.
- Deployed a new state of the art IP-based camera system at the County Jail.
- Renovated the space vacated by Deeds to accommodate the District Attorney's Office Juvenile Division.

An incredible amount of planning and teamwork was involved in each of these projects, and we appreciate the level of support given to our department by the men and women who work in and visit our facilities.

By aligning facility operations with the organizational strategies and goals we will continue to be thoughtful and proactive in our stewardship. By providing a safe, clean and comfortable environment, we contribute to the organization's performance and quality of work life.



*Cumberland County Regional  
Communications Center*





# CUMBERLAND COUNTY REGIONAL ASSESSING



Gary James  
Regional Assessing  
Director

Cumberland County has initiated a regional assessing office designed to ensure quality, professional assessing services to interested municipalities within the County. This department provides full assessing services for contracted municipalities. As such, this department provides professional services work, responsible for determining the valuation of specific municipal exempt and taxable, real and personal property.

The office/department exists as a County Enterprise Fund:

- The department functions irrespective of the number of communities participating.
- The department aims to break-even financially.
- Cumberland County has invested in office space and IT support.
- Assessing staff are Cumberland County employees.
- A County Assessor is appointed as each Town's Assessor.

The Regional Assessing main office is based at 25 Pearl Street in Portland, with satellite offices maintained within each participating municipality's town hall.

Communities must first meet minimum standards to contract for county assessing services. For example, each town currently must utilize Vision for its Computer Assisted Mass Appraising (CAMA) needs, and either MUNIS or TRIO as the municipal financial software. As of December 2013, Cumberland and Yarmouth have contracted to utilize Cumberland County Regional Assessing to provide their assessing services.

## Background & History - A timeline for the Development of Cumberland County Regional Assessing

2007 – Cumberland County begins researching possibilities for Regional Assessing

Spring of 2013 – Cumberland, Falmouth and Yarmouth reach out to the county to revive the project on a much smaller scale

October 2013 – Cumberland County opens the Regional Assessing office and hires Gary James as director

October 2013 – Cumberland and Yarmouth execute contracts for assessing services with Cumberland County Regional Assessing office

November 2013 – Cumberland County Regional Assessing contracts begin



# CUMBERLAND COUNTY INITIATIVES



Beth Blakeman-Pohl  
Drug Free Community  
Coordinator

## **Casco Bay Create Awareness Now**

**(CAN):** Casco Bay CAN completed its third year of a five year grant project in September 2013. Many successes were accomplished again this year. A county-wide campaign called Back Each Other Up was launched to encourage parents to take a pledge to prevent youth alcohol and drug use.

The multi-jurisdictional law enforcement subcommittee, which includes the Cumberland County Sheriff's Office, provided seven community forums to address senior citizen safety of prescription drugs. Drug Take Back events were held throughout the county in October 2013 and April 2014 and Maine remains the #1 state per capita in the amount of prescription drugs it takes in at these events.

The annual Faith Leaders conference to address youth substance use was held in Freeport with 16 faith leaders from our service area in attendance. Two new videos were released- "Prescription Drug Misuse" and "Together We CAN." They continue to run on local CTV stations, municipal and county websites and on our Facebook page.

CAN encourages community members to join its efforts and further promote "Together we CAN prevent youth substance abuse."

## **Cumberland County's Got Health! Wellness Program:**

In 2011, Cumberland County Government introduced a new health promotion initiative called the County's Got Health! Wellness Program. Through a team of dedicated employees across multiple disciplines came the development of a mission, vision and core values which map a best practice approach to improving the health and productivity of its fellow workforce. Through strong leadership support and shared aspirations the program strives to increase healthy lifestyle choices, reduce unnecessary absenteeism, increase productivity and improve the long term health outcomes of the organization.

The Got Health! Team is comprised of 13 active members from the Executive Office, Probate, Deeds, CCRCC, EMA and the Jail.

Cumberland County's Got Health! Wellness Program is meant to be a resource for Cumberland County's employees and their families in achieving healthier and more fulfilling lifestyles.

The mission is to promote and support the well-being of County employees and families by providing knowledge, tools and a strong support system that:

- Increase awareness of factors contributing to well-being.
- Increase awareness of available resources.
- Educate through wellness-related programs and activities.
- Promote healthy lifestyle choices.
- Promote personal and professional productivity.
- Inspire individuals to take responsibility for their own health.
- Sustain healthy choices through a sense of community.

Notable programs & activities to date:

- Annual health screenings.
- Physical activity programs.
- Exercise classes on-site.
- Fitness equipment for employee use.
- On-site educational classes.
- Stress management activities.
- Strawberry and apple picking for employees and families.
- A Tobacco Free Workplace policy effective 1/1/15.
- Weight Watchers & gym reimbursement program.
- Monthly health tips and quarterly newsletters.



Joanna Aronica  
Wellness Coordinator





# COUNTY OF CUMBERLAND: BUDGET 2013

DEPARTMENT	2012 ADOPTED BUDGET	2012 ACTUAL EXPENSES	2013 BUDGET REQUEST	Dollars over 2012	Mgr Cuts from Request	2013 MGR RECOMM	2013 FC RECOMM	2013 FINAL Budget	% Increase over 2012	Tax Impact
Emergency Mgmt Agency	425,278	389,597	417,880	(7,398)	-	417,880	417,880	416,770	-1.74%	-0.04%
District Attorney	1,436,310	1,336,569	1,541,875	105,565	(30,000)	1,511,875	1,511,875	1,504,948	7.35%	0.30%
Treasurer	37,150	36,376	38,534	1,384	(118)	38,416	38,416	38,164	3.73%	0.00%
Facilities	1,721,873	1,423,207	1,734,202	12,329	9,000	1,743,202	1,743,202	1,738,605	0.72%	0.07%
Registry of Deeds	757,224	723,011	796,816	39,592	-	796,816	796,816	793,992	5.23%	0.16%
Registry of Probate	505,622	477,790	509,817	4,195	-	509,817	509,817	507,970	0.83%	0.01%
Finance	381,132	384,192	416,223	35,091	-	416,223	416,223	418,072	9.21%	0.16%
Communications	2,159,364	2,358,936	2,522,655	363,291	(108,880)	2,413,775	2,413,775	2,402,888	16.82%	1.06%
Executive-Admin	649,137	622,815	733,848	84,711	(22,332)	711,516	711,516	708,980	13.05%	0.26%
Executive-Garage	88,159	85,653	91,133	2,974	-	91,133	91,133	90,881	3.37%	0.01%
Information Technology	688,785	665,651	640,559	(48,226)	-	640,559	640,559	639,015	-7.00%	-0.22%
Human Resources	371,794	289,094	396,426	24,632	(7,500)	388,926	388,926	387,542	6.63%	0.07%
Sheriff-Admin	924,692	871,685	981,529	56,837	(42,350)	939,179	939,179	936,202	6.15%	0.05%
Sheriff-Law Enforcement	4,055,650	4,158,190	4,498,124	442,474	(118,631)	4,379,493	4,379,493	4,379,493	10.91%	1.41%
Sheriff-Civil	291,662	283,999	302,398	10,736	-	302,398	302,398	301,179	3.68%	0.04%
Debt Service-Principal	885,301	42,294	709,750	(175,551)	-	709,750	709,750	709,750	-19.83%	-0.76%
Debt Service-Interest	869,001	637,936	837,934	(31,067)	-	837,934	837,934	837,934	-3.58%	-0.13%
Debt Expense - TAN Loans	38,000	64,225	49,000	11,000	-	49,000	49,000	49,000	28.95%	0.05%
Grants	151,496	151,496	165,058	13,562	(10,532)	154,526	154,526	154,526	8.95%	0.01%
Human Services	235,744	235,744	276,309	40,565	(35,849)	240,459	246,393	242,960	17.21%	0.03%
Pension Life- Retirees	2,800	3,350	2,800	-	-	2,800	2,800	2,800	0.00%	0.00%
Contingent Account	30,000	23,965	30,000	-	-	30,000	30,000	30,000	0.00%	0.00%
Sal./ Ben./ Term. Pay	3,300	-	3,300	-	-	3,300	3,300	3,300	0.00%	0.00%
Unemployment Insurance	30,000	37,376	40,000	10,000	-	40,000	40,000	40,000	33.33%	0.04%
Referendum and Public Info	50,000	35,000	50,000	-	-	50,000	50,000	50,000	0.00%	0.00%
Capital Improvement Res.	104,996	426,750	204,996	100,000	(50,000)	154,996	154,996	154,996	95.24%	0.22%
Human Services Reserve								20,000		0.09%
Civic Center Budget										0.00%
Total Expenditure Summary	16,894,470	15,764,901	17,991,166	1,096,696	(417,193)	17,573,973	17,579,905	17,559,906		2.89%
Change			1,096,696	1,096,696		679,503	685,435	685,436		

DEPARTMENT	2012 ADOPTED BUDGET	2012 ACTUAL EXPENSES	2013 BUDGET REQUEST	Dollars over 2012	Mgr Cuts from Request	2013 MGR RECOMM	2013 FC RECOMM	2013 FINAL Budget	% Increase over 2012	Tax Impact
Tax Calculation	2010 BUDGET	2011 BUDGET	2012 BUDGET	2013 BUDGET REQUEST	2013 MGR RECOMM	2013 FC RECOMM	2013 FINAL Budget	Percent Impact from 2012 Budget		TAX Impact
COUNTY										
Total Estimated Expenditures	16,275,674	16,529,584	16,894,470	17,991,166	17,573,973	17,579,905	17,559,906	665,436	3.94%	2.89%
Total Estimated Revenues	(5,314,388)	(5,178,837)	(5,075,575)	(5,179,080)	(5,179,080)	(5,179,080)	(5,179,080)	(103,505)	2.04%	-0.45%
Designated Surplus	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)	-	0.00%	0.00%
Tax Revenue Required	10,611,286	11,000,747	11,468,895	12,462,086	12,044,893	12,050,825	12,030,826	561,931	4.90%	2.44%
Net Dollar Change		389,461	468,148	993,191	575,998	581,930	561,931			
Percent from prior year		3.67%	4.41%	8.66%	5.02%	5.07%	4.90%		1/28/2013 11:29 AM	



## TAX DISTRIBUTION SCHEDULE

COUNTY OF CUMBERLAND  
FISCAL YEAR 2013**FY2013 COUNTY OF CUMBERLAND-****Final Valuation**

The tax distribution schedule describes the amount of tax required from each municipality based on their equalized valuation to provide the revenue necessary for county operations. Previous year information is provided for comparison purposes. The tax calculation table at the bottom of the schedule shows the factors of expenditures revenues, and surplus used to calculate the amount of county property tax assessed on the real and personal property in each municipality.

**The State of Maine Valuation for 2013 shows overall County increase of**      **Valuation Growth**

Tax Distribution Schedule						
	-3.03%		-2.04%			
Town	State 2012 Valuation	2012 Tax	State 2013 Valuation	Val Change %	2013 Tax	Percent Tax Change
Baldwin	158,450,000	92,449	147,250,000	-7.1%	92,762	0.34%
Bridgton	984,500,000	574,406	968,850,000	-1.6%	610,333	6.25%
Brunswick	2,028,050,000	1,183,264	1,983,450,000	-2.2%	1,249,487	5.60%
Cape Elizabeth	1,710,750,000	998,136	1,685,400,000	-1.5%	1,061,728	6.37%
Casco	611,350,000	356,692	616,450,000	0.8%	388,337	8.87%
Chebeague Island	208,500,000	121,649	198,800,000	-4.7%	125,235	2.95%
Cumberland	1,068,500,000	623,416	1,056,700,000	-1.1%	665,675	6.78%
Falmouth	2,071,900,000	1,208,849	2,097,800,000	1.3%	1,321,522	9.32%
Freeport	1,425,350,000	831,619	1,362,450,000	-4.4%	858,284	3.21%
Frye Island	161,600,000	94,285	162,600,000	0.6%	102,431	8.64%
Gorham	1,445,250,000	843,230	1,409,850,000	-2.4%	888,144	5.33%
Gray	894,800,000	522,070	847,150,000	-5.3%	533,667	2.22%
Harpeswell	1,908,650,000	1,113,601	1,791,200,000	-6.2%	1,128,378	1.33%
Harrison	505,500,000	294,934	491,550,000	-2.8%	309,655	4.99%
Long Island	145,400,000	84,834	142,250,000	-2.2%	89,611	5.63%
Naples	738,250,000	430,731	703,500,000	-4.7%	443,174	2.89%
New Gloucester	470,650,000	274,600	485,300,000	3.1%	305,718	11.33%
North Yarmouth	436,650,000	254,763	433,400,000	-0.7%	273,023	7.17%
Portland	7,659,250,000	4,468,784	7,552,150,000	-1.4%	4,757,524	6.46%
Pownal	184,550,000	107,676	184,350,000	-0.1%	116,132	7.85%
Raymond	1,009,700,000	589,109	996,600,000	-1.3%	627,814	6.57%
Scarborough	3,556,750,000	2,075,183	3,482,500,000	-2.1%	2,193,823	5.72%
Sebang	385,250,000	224,774	384,750,000	-0.1%	242,376	7.83%
South Portland	3,556,500,000	2,075,037	3,516,250,000	-1.1%	2,215,084	6.75%
Standish	1,046,900,000	610,813	1,001,000,000	-4.4%	630,586	3.24%
Westbrook	1,847,650,000	1,078,010	1,810,550,000	-2.0%	1,140,567	5.80%
Windham	1,792,250,000	1,045,687	1,751,900,000	-2.3%	1,103,620	5.54%
Yarmouth	1,484,100,000	865,897	1,426,850,000	-3.9%	898,853	3.81%
	39,497,000,000	23,044,497	38,690,850,000	-2.04%	24,373,544	5.77%
Tax Calculation	2010	2011	2012		2013	
Total Estimated Expenditures	32,782,570	33,036,480	33,401,366		34,833,918	
Total Estimated Revenues	(10,245,682)	(10,110,131)	(10,006,869)		(10,110,374)	
Designated Surplus	(350,000)	(350,000)	(350,000)		(350,000)	Net Increase
Tax Revenue Required	22,186,888	22,576,349	23,044,497		24,373,544	5.77%
	2010	2011	2012		2013	
Mil Rate	0.0005404596	0.0005542936	0.0005834493		0.0006299563	
Per \$1,000	0.540459603	0.5542936	0.5834493		0.629956282	
Amount for \$200,000 home	\$ 108.09	\$ 110.86	\$ 116.69		\$ 125.99	
Increase		\$ 2.77	\$ 5.83		\$ 9.30	

TAX SCHEDULE



