



STATE OF MAINE
DEPARTMENT OF MARINE RESOURCES
MARINE RESOURCES LABORATORY
P.O. BOX 8, 194 MCKOWN POINT RD
W. BOOTHBAY HARBOR, MAINE
04575-0008

PATRICK C. KELIHER
COMMISSIONER

December 9, 2020

Dear Shellfish Committees and Town Clerks:

It's that time of year again for our annual letter requesting submission of your **Annual Municipal Shellfish Management Review Report**. We hope everyone had a productive and successful year.

The Annual Municipal Shellfish Management Review Report identifies the key management components within municipal shellfish programs that must be completed for your program to meet statutory and regulatory requirements under Title 12 Chapter 623 §6671 and DMR Regulation Chapter 7. Properly completed, the Annual Municipal Shellfish Management Review Report also serves as the shellfish management plan, as required under DMR Regulations Chapter 7.20.

The completed Annual Municipal Shellfish Management Review **Report for the year 2020**, must be submitted to the Shellfish Program Coordinator by mail; PO Box 8, West Boothbay Harbor, ME 04575-0008, or email; DMRPublicHealthDiv@maine.gov no later than **April 1, 2021**. Incomplete reports will be returned. Several supplemental forms are required including the Budget Worksheet, Enforcement Worksheet, the Transplant Activity form and any resource survey data if applicable. A New Warden Form should be submitted too if the town requires a change in enforcement. Copies of all forms are available online. Any municipality that has not submitted their completed annual review within 30 days of the due date will receive a letter from the Commissioner giving notice of failure to meet Title 12, Chapter 623 §6671 and DMR Regulation Chapter 7 requirements. Failure to submit the required information may result in the Commissioner rescinding the town's shellfish ordinance.

Annual Municipal Shellfish Management Review Reports (DMR Regulations Chapter 7.30(4.)):

These forms can be found as fillable electronic forms on the Department of Marine Resources webpage: <http://www.maine.gov/dmr/shellfish-sanitation-management/programs/municipal/forms/index.html>. If you have any problems locating or using these forms, please contact the Shellfish Program Coordinator (Sheena Glover; sheena.glover@maine.gov) or your Area Biologist for assistance. Enclosed is the list of towns covered by each Area Biologist. The newest versions of these forms must be used, old versions are not accepted. **Please make sure all forms are complete before submitting.**

News and Updates:

New this year, we (DMR Shellfish Management) are transitioning to an online Municipal Allocation application. The link will be in the same location with all the other Municipal Conservation forms. This online form is useable by pc or any mobile device. It will track and speed up the approval process for shellfish license allocations. Please bear with us as we work through this and if you run into any issues please contact your Area Biologist.

Please note, towns considering license allocation changes should ensure the requests are being made with supporting information such as survey data, classification changes resulting in increased or decreased resource availability and/or landings data. Consideration should be given to all species managed in your town ordinance when making these allocation changes.

If there are questions concerning these issues and/or requirements, please contact me, your Area Biologist or the Shellfish Program Coordinator.

Sincerely,

Denis-Marc Nault
Supervisor, Shellfish Management Program