

2013

2013 Litchfield Annual Town Meeting Warrant

Litchfield (Me.). Town Select Board

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Remember

VOTING- June 11, 8:00 a.m. to 8:00 p.m.

TOWN MEETING- Saturday, June 15 at 10:00 a.m.

At Sportsmen's Club for Voting & Town Meeting

(NOTE: The following was what existed at press time in Mid-May. The true and posted Warrant may differ to a slight degree)

TOWN WARRANT
TOWN OF LITCHFIELD

To: Rayna Leibowitz, a resident of the Town of Litchfield in the County of Kennebec.

Greetings:

In the name of the State of Maine, you are hereby required to notify and warn the voters of the Town of Litchfield to meet at the Litchfield Sportsmen's Club on Tuesday, the 11th day of June 2013 A.D. at eight o'clock in the forenoon, then and there to act on the following articles, to wit:

SECTION I - ADMINISTRATION

Art. 1. To choose a Moderator to preside at said meeting.

Art. 2. To elect all TOWN OFFICERS required by law and previous vote of the Town to be chosen by secret ballot; namely, Selectmen, Litchfield Academy Trustee, RSU4 Board Director and Budget Committee. The polls will open at eight o'clock in the morning and will close at eight o'clock in the evening. The meeting will then adjourn after the ballots have been tallied and reconvene at the Sportsmen's Club at ten o'clock Saturday morning, June 15th, 2013 A.D.

Art. 3. To see if the Town will vote to hear and discuss any reports of any Boards, Committees, or Officers (whether residing in Town or not) of the Town.

Art. 4. To see if the Town will vote to fix Oct. 15, 2013 or up to 30 days after commitment, whichever is later, Jan. 15, 2014, and April 15, 2014 as the dates on each of which one-third of the property taxes are due and payable, and as the dates from which interest will be charged on any unpaid taxes and liens for tax year 2012-13 at the rate of 2.0% per year.

Art. 5. Shall the Town authorize the Tax Collector to accept prepayment of taxes not yet committed or assessed? (This Article required by State Law Title 36 MRSA §506)

Selectmen Recommend: Ought to Pass

Art. 6. Shall the Town authorize the Tax Collector to pay interest at a rate of 1.0% from the date of overpayment on any taxes paid and later abated? (Title 36 MRSA §506A).

Selectmen Recommend: Ought to Pass

Art. 7. To see if the Town will vote to authorize the Board of Selectmen to accept gifts of money or personal property to the Town and to appropriate and expend such gifts for such public purposes as the Selectmen deem to be in the best interest of the Town.

Selectmen Recommend: Ought to Pass

Art. 8. To see if the Town will vote to authorize the Board of Selectmen to apply for and accept state and federal grants from nonprofit organizations on behalf of the town for municipal purposes, including when necessary, the authority to sign the grant contracts and accept the conditions that accompany grant funds, and to appropriate and expend grant funds for the authorized purposes.

Selectmen Recommend: Ought to Pass

Explanation: The Town needs the authorization of the Town Meeting, which is the legislative body of the town, to apply for many grants. This article avoids the need for a Special Town Meeting to authorize the Board of Selectmen to submit an application for grant funding on behalf of the Town and to accept any grant funds awarded. This article would allow an appropriation of grant funds, and expenditures of these grant funds.

Art. 9 To see what sum the town will raise and appropriate for a new position, Web Tech..

Selectmen Request: \$400

Budget Committee Recommend: \$400

Art. 10. To see what sum (of money) the Town will establish for each SELECTMAN.

Selectmen Recommend: \$2,000

Budget Committee Recommends: \$2,000

Art. 11. To see what sum the Town will vote to raise and appropriate for ADMINISTRATION.

Selectmen Request: \$247,555.

Budget Committee Recommends: \$247,555.

Art. 12. To see what sum the Town will vote to raise and appropriate for GENERAL GOVERNMENT.

Selectmen Request: \$38,390

Budget Committee Recommends: \$38,390

Art. 13. To see what sum the Town will vote to raise and appropriate for EMPLOYEE BENEFITS.

Selectmen Request: \$76,800
Budget Committee Recommends: \$76,800.

Art. 14. To see what sum the Town will vote to raise and appropriate for INSURANCE.

Selectmen Request: \$53,500
Budget Committee Recommends: \$53,500

Art. 15. To see what sum the Town will vote to raise and appropriate for LEGAL EXPENSES.

Selectmen Request: \$10,000
Budget Committee Recommends: \$10,000

Art. 16. To see what sum the Town will vote to raise and appropriate for GENERAL ASSISTANCE, and that a similar sum be transferred as required from State Dept. of Human Services funds.

Selectmen Request: \$18,000
Budget Committee Recommends: \$18,000

Art. 17. To see what sum the Town will vote to raise and appropriate for TOWN OFFICE OPERATIONS.

Selectmen Request: \$13,165
Budget Committee Recommends: \$13,165

Art. 18. To see what sum the Town will vote to raise and appropriate for OFFICE EQUIPMENT/SERVICE.

Selectmen Request: \$18,200
Budget Committee Recommends: \$18,200

Art. 19. To see what sum the Town will raise and appropriate for LITCHFIELD FIRE DEPARTMENT and RESCUE; and that any unexpended balance carry into the Fire Equipment and Rescue Reserve fund.

Selectmen Request: \$84,650
Budget Committee Recommends: \$84,650

Art. 20. To see what sum the Town will vote to raise and appropriate for FOREST FIRES AND OUTSIDE HELP.

Selectmen Request: \$2,000.
Budget Committee Recommends: \$2,000

Art. 21. To see what sum the Town will vote to raise and appropriate for EMERGENCY SERVICES.

Selectmen Request: \$29,470
Budget Committee Recommends: \$29,470

Art. 22. To see what sum the Town will appropriate for AMBULANCE SERVICE.

Selectmen Request: \$29,111

Budget Committee Recommends: \$29,111

(Note: Gardiner Ambulance Contract is \$12,507. plus \$16,604 balance of FY '13 uncollected ambulance user fees.)

Art. 23. To see what sum the Town will vote to raise and appropriate for ANIMAL CONTROL, including Kennebec Valley Humane Society assessment of \$5,600.

Selectmen Request: \$12,125

Budget Committee Recommends: \$12,125

Art. 24. To see what sum the Town will raise and appropriate for STREET LIGHTS and FLASHING INTERSECTION LIGHTS.

Selectmen Request: \$ 2,900.

Budget Committee Recommends: \$2,900

Art. 25. To see what sum the Town will raise and appropriate for the PUBLIC WORKS and that any unexpended balance carry into the Public Works Equipment Reserve Fund.

Selectmen Request: \$247,200

Budget Committee Recommends: \$247,200

Art. 26. To see what sum the Town will raise and appropriate for PAVING and that any unexpended balance carry into the PAVING Reserve Fund.

Selectmen Request: \$125,000

Budget Committee Recommends: \$125,000

Art. 27. To see what sum the Town will raise and appropriate for the TOWN GARAGE.

Selectmen Request: \$18,300

Budget Committee Recommends: \$18,300

Art. 28. To see what sum the Town will raise and appropriate for the TRANSFER STATION.

Selectmen Request: \$64,720

Budget Committee Recommends: \$64,720.

Art. 29. To see what sum the Town will vote to raise and appropriate for the CAPITAL PROJECTS RESERVE FUND and to be used by the Selectmen as they deem reasonable.

Selectmen Request: \$10,000

Budget Committee Recommends: \$10,000

Art. 30. To see what sum the Town will vote to raise and appropriate for care and maintenance of CEMETERIES.

Selectmen Request: \$5,740

Budget Committee Recommends: \$5,740

Art. 31. To see what sum the Town will vote to raise and appropriate for dues for the KENENBEC VALLEY COUNCIL OF GOVERNMENTS.

Selectmen Request: \$5,681

Budget Committee Recommends: \$5,681

Art. 32. To see what sum the Town will raise and appropriate for DEBT SERVICE.

Selectmen Request: \$113,000

Budget Committee Recommends: \$113,000

Art. 33. To see what sum the Town will vote to raise and appropriate for the CAPITAL EQUIPMENT RESERVE FUND to be used by the Selectmen as they deem necessary.

Selectmen Request: -0-

Budget Committee Recommends: -0-

Art. 34. To see what sum the Town will vote to raise and appropriate for the Town's share for operation and maintenance of the NEW MILLS DAM (\$0.) and Woodbury Pond Dam (\$2,000), and that any end of year balances be transferred to respective maintenance reserve funds.

Selectmen Request: \$2,000

Budget Committee Recommends: \$2,000

Art. 35. To see what sum the Town will vote to raise and appropriate for RECREATION.

Selectmen Request: \$14,750

Budget Committee Recommends: \$14,750

Art. 36. To see what sum the Town will vote to raise and appropriate for LIBRARY services.

Selectmen Recommend: \$18,109

Budget Committee Recommends: \$18,109

Art. 37. To see what sum the Town will vote to raise and appropriate for SPECIAL PROJECTS.

Selectmen Request: \$30,000

Budget Committee Recommends: \$30,000

Art. 38. To see what sum the Town will vote to raise and appropriate for the TOWN NEWSLETTER.

Selectmen Request: \$5,950

Budget Committee Recommends: \$5,950

Art. 39. To see what sum the Town will vote to raise and appropriate for the Conservation Commission.

Selectmen Request: \$3,000
Budget Committee Recommends: \$3,000

Art. 40. To see what sum the Town will vote to raise and appropriate for the SENIOR ADVISORY COMMITTEE.

Selectmen Request: \$5,345
Budget Committee Recommends: \$5,345

Art. 41. To see what sum the Town will vote to raise and appropriate for the SENIOR DIRECTOR (including \$150.00 travel allowance).

Selectmen Request: \$10,313
Budget committee: \$10,313

(This permanent part-time position is for 15 hours/week)

Art. 42. To see what sum the Town will vote to raise and appropriate for the CONTINGENCY FUND and authorize the Selectmen to use as they deem advisable to meet unanticipated expenses that occur during Fiscal Year 2013-14.

Selectmen Request: \$ 10,000
Budget Committee Recommends: \$10,000

CHARITIES

Note: Charities and Organizations approved at the 2012 Annual Town Meeting were allowed warrant placement (if requested) for 2013. Others needed to submit a petition for warrant placement and requested amount with signatures of 50 Litchfield registered voters.

Art. 43. To see what sum the Town will vote to raise and appropriate for the following Public Service Agencies.

<u>Agency</u>	<u>Requested Amount</u>
Community Food Bank	2,200.
Rural Community Ministry Action	2,200.
Spectrum Generations.....	1,898.
Family Violence	1,600
Kennebec Behavioral Health	3,200
American Red Cross	1,000.
K.V.C.A.P. Transportation	600.
Crisis/Assault Support	1,089
Androscoggin Home Care/Hospice	500
TLIS/CYC.....	1750.
D.A.S.H	<u>5,000</u>
Total	\$21,037

Selectmen Recommend: Ought to Pass
Budget Committee Recommends: Ought to Pass

Art. 44. To see if the Town will vote to increase the property tax levy limit of \$ established by State law in the event that the municipal budget approved under the preceding articles will result in a tax commitment that is greater than the property tax levy limits.

Selectmen Recommends: Ought to Pass
 Budget Committee Recommends: Ought to Pass

Art. 45. To see if the Town will vote to accept the following categories of funds as provided by the Maine State Legislature during our fiscal year beginning July 1, 2014: Municipal Revenue Sharing, U.R.I.P., State Aid to Education (including Federal pass-through funds and property tax relief), Public Library State Aid per Capita, Civil Emergency Funds (Emergency Management Assistance), Snowmobile Registration Money, Tree Growth Reimbursement, General Assistance Reimbursement, Veterans Exemption Reimbursement and State Grants or other Funds (this category includes all funds received from the State Grants or are not listed above).

Selectmen Recommends: Ought to Pass
 Budget Committee Recommends: Ought to Pass

Art. 46. To see if the Town will appropriate the following estimated revenues (including July 1, 2013 balances) to reduce 2013-14 Tax Commitment:

	REVENUES				
	2009-10	2010-11	2011-12	2012-13	2013-14
State Revenue Sharing (min)	240,000	165,000	185,000	165,000	165,000
U.R.I.P.	50,000	50,000	48,000	48,000	48,000
Excise (Auto)	350,000	400,000	480,000	475,000	475,000
Tree Growth Penalty	5,000	-	-	-	-
Interest on Taxes & Liens	20,000	30,000	30,000	25,000	20,000
Interest on Investment	3,000	3,000	3,000	3,500	3,500
Town Clerk Fees	5,000	5,000	5,000	5,000	5,000
Transfer Station Tipping	7,000	7,000	7,000	7,000	8,000
Veterans Reimbursement	1,000	1,000	1,000	1,500	1,600
Animal Control Revenue	3,000	3,000	3,000	2,500	2,500
Misc. Revenue	7,000	10,000	10,000	7,000	7,000
Lien Cost/Tax Sale	5,000	7,000	7,000	7,000	8,000
Excise (Boat)	8,000	8,000	8,000	8,000	8,000
Cable TV Franchise	3,600	4,000	4,000	4,000	4,000
Building Permit Fees & Fines	10,000	10,000	12,000	12,000	12,000
Town Forest Interest	1,000	1,000	1,000	500	500
G. Earle Trust	200	200	200	200	200
Tree Growth Reimbursement	5,000	10,000	10,000	15,000	15,000
Plumbing Permit Fees	5,000	5,000	5,000	6,000	6,000
G.A. Reimbursement	7,000	7,000	7,000	7,000	7,000
Vehicle Agent Fees	24,000	15,000	15,000	15,000	15,000
Totals	\$ 758,800	741,200	841,200	812,200	809,3000

Selectmen Recommend: Ought to Pass
Budget Committee Recommends: Ought to Pass

Art. 47. To see what sum the Town will vote to appropriate from the Unassigned Fund Balance Account to reduce the Tax Commitment.

Selectmen Request: At Town Meeting
Budget Comm. Recommends: At Town Meeting

Art. 48. To see what percent of snowmobile registration monies the Town will vote to appropriate to the Snowmobile Club in 2013-14.

Board of Selectmen Recommends: Ought to Pass

Art. 49. To see if the Town will vote to allow the Selectmen to appropriate the money raised for overlay to pay tax abatements and applicable interest granted during the fiscal year beginning July 1, 2013.

Selectmen Recommend: Ought to Pass
Budget Comm. Recommends: Ought to Pass

Explanation: Many communities fail to appropriate money to be used to pay abatements granted during that budget period. They simply use the overlay generated through the tax commitment. Even though 36 M.R.S.A. § 710 authorizes assessors to raise overlay, there is no authority to spend the amount of the overlay without a town appropriation vote.

Art. 50. Shall the Ordinance entitled "Litchfield Land Use Ordinance" (adopted June 2004 and last amended June 2012) be further amended as follows:

Section 9 Performance Standards for Specific Activities

Add **O.** Vehicle Sales and Services

1. Vehicle Sales and Service establishments shall meet the following standards:
 - A) For Districts other than the Planned Development District the:
 - 1) The total gross floor area of all buildings shall not exceed 3,000 square feet.
 - 2) The total impervious surface of the development shall not exceed 10,000 square feet.
 - B) The developed area shall have screening to the maximum practical extent sufficient to minimize its impact on adjoining residential, or any undeveloped properties.
 - C) At the time of application, the applicant shall provide a list of hazardous, flammable, or toxic chemicals and the maximum quantity to be produced, used, or stored on the site, together with a plan for emergency containment and cleanup of such chemicals. The Planning Board can require a plan prepared by a qualified waste remediation professional.

Section 11 Definitions

Add: Screening- A visual barrier to minimize the impact on adjacent properties and roads. Walls, fencing, dense plant material, or a combination of materials can be used to achieve this intent.

Planning Board Recommends: Ought to Pass

Art. 51. Shall the Ordinance entitled “Litchfield Land Use Ordinance” (adopted June 2004 and last amended June 2012) be further amended as follows,:

Section 7, G: Land Use Table – a numbering system has been added to this table of uses for easier reference.

Selectmen Recommend: Ought to Pass

Planning Board Recommends: Ought to Pass

Art. 52 Shall the Ordinance entitled “Litchfield Land Use Ordinance” (adopted June 2004 and last amended June 2012) be further amended by a Citizens’ Petition as follows:

Section 7, G: Land Use Table: In the Rural District, “Vehicle Sales and Service” shall be changed from “**N**” (the use is not permitted in the district) to “**P**” (the use requires review from the Planning Board and, upon approval, a permit from the C.E.O.)

Art. 53. Shall the 2013 Comprehensive Plan Update be adopted by the Town of Litchfield.

Selectmen Recommend: To be determined at Town Meeting when the final draft will be available

Comp. Plan Update Committee: Ought to Pass

Notice is hereby given that the Registrar will be in session for the purpose of correcting any error in, or change a name or address on the voting list; to accept the registration of any person eligible to vote and accept new enrollments from 10:00 A.M. in the forenoon until the close of Town Meeting on Saturday, June 15, 2013.

Given under our hands this 14th day of May, 2013.

BOARD OF SELECTMEN

Rayna Leibowitz _____

George Thomson _____

Mark Russell _____

