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Arrowsic Maine Annual Town Meeting Minutes 2018

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Warrant for Town Meeting

Sagadahoc, ss:

To Dale Carlton, Constable for the Town of Arrowsic,
County of Sagadahoc, State of Maine:

Greetings:

In the name of the State of Maine you are hereby required to notify and warn the inhabitants of the Town of Arrowsic qualified by law to vote in Town affairs, to assemble at the Arrowsic Fire Station on Thursday, the 14th of June A.D. 2018, at six-thirty in the evening, to act on the following articles to wit:

ELECTIONS

Art. 1. To elect by ballot a Moderator to preside at said meeting.

Eloise Vitelli was nominated and seconded to preside at said meeting. There being no other nominations, Ms. Vitelli was elected unanimously, by ballot, to serve as Moderator

Art. 2. To elect a Town Clerk for FY 2018-2019.

Barbara Boyce was nominated and seconded for the office of Town Clerk. There being no other nominations, Ms. Boyce was elected unanimously.

Art. 3. To elect by ballot, for a three-year term:

Selectman, Assessor & Overseer of the Poor

Surveyor of Wood, Lumber, and Bark, Fence Viewer

William Savedoff was nominated and seconded for Selectman, Assessor and Overseer of the Poor, Surveyor of Wood, Lumber and Bark and Fence Viewer. There being no other nominations, Mr. Savedoff was elected unanimously.

Art. 4. To elect for FY 2018-2019:

A Treasurer

Mary McDonald was nominated and seconded to serve as Treasurer. There being no other nominations, Ms. McDonald was elected unanimously.

A Tax Collector

Jon Biehler was nominated and seconded to serve as Tax Collector. There being no other nominations, Mr. Biehler was elected unanimously.

Notes: FY 17-18 amounts reflect expenditures through 4/9/2018.

All articles reflect appropriations for fiscal year 2018-2019 unless otherwise noted.

Art. 5. To see if the Town will vote to raise and appropriate the sum of \$54,287 to pay the following salaries to the Town Officers: *Note: Salaries include employee FICA & Medicare taxes (7.65%); approval of this article as written will make it possible to create four new paid positions - Administrator, IT coordinator, Deputy Tax Collector and Deputy Town Clerk.*

	FY 16-17	FY 17-18 as of 4/9/18	FY 18-19
Selectman Chair	6,497	6,497	4,873
Selectmen (2 @ \$3,519)	8,124	8,124	7,038
Town Clerk	4,873	4,873	5,956
Treasurer	4,873	4,873	5,956
Tax Collector	4,873	4,873	5,956
Town Administrator	0	0	7,580
Deputy Town Clerk	0	0	1,083
Deputy Tax Collector	0	0	1,083
IT Coordinator	0	0	1,590
Registrar	541	541	541
LEMA Director	108	108	108
Shellfish Committee	0	0	0
Shellfish Warden	541	541	541
Codes Enforcement Officer	3,249	3,249	3,970
Constable	541	541	541
Animal Control Officer	541	541	541
Fire Chief	3,249	3,249	3,249
Deputy Chief	1,624	1,624	1,624
Captain (2 @ \$200)	217	434	434
Planning Board	541	541	541
Road Commission	433	433	541
Recycling	452	452	541
Board of Appeals	0	0	0
Conservation Commission	0	0	0
Totals	41,282	41,494	54,287

Article 5 was moved and seconded. Discussion followed.

Select board member, William Savedoff, addressed the Town to discuss Article 5. Due to additional demands posed by technology and increased State requirements and training, the Select Board is proposing several new paid town positions and an increase in salary for the positions of Town Clerk and Tax Collector. The increase in payroll will be offset, in part, by a decrease in salaries to the Select Board in anticipation of decreased responsibilities.

Article 5 passed unanimously.

Art. 6. To see if the Town will vote to raise and appropriate the sum of \$1,850 to pay the following wages to Town Election Workers.

	FY 16-17	FY 17-18 as of 4/9/18	FY 18-19
Registrar	200	300	300
Deputy Registrar	300	250	250
Election Wardens	300	300	300
Election Clerks	250	500	500
Election Counters	245	500	500
Total	1,510	1,850	1,850

Article 6 was moved, seconded and passed unanimously.

Art. 7. To see if the Town will vote to raise and appropriate the sum of \$4,800 to pay the payroll taxes on all salaries and wages paid (7.65%).

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
3,735	3,829	4,000	3,513	4,800

Article 7 was moved, seconded and passed unanimously.

Art. 8. To see if the Town will vote to expend to the Town Codes Enforcement Officer, Town Clerk, and Tax Collector fees collected to these respective individuals in the form of wages.

Article 8 was moved, seconded and passed unanimously.

Art. 9. To see if the Town will vote to raise and appropriate the sum of \$14,000 for Fire Protection.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
12,000	12,733*	14,000	7,205	14,000

* Includes \$733 funded through grants/other revenues.

Article 9 was moved, seconded and passed unanimously.

Art. 10. To see if the Town will vote to appropriate the sum of \$46,000 from **surplus** for the Fire Department Capital Improvement Fund. Current fund balance: **\$208,815**.

Article 10 was moved and seconded. Discussion followed.

Town Fire Chief, Dale Carlton, reported that the new fire truck has been turned over to the fire apparatus fabricator in Island Falls, Maine, where the truck will be completed to Department specifications. The truck is expected to be delivered by the end of the year.

Article 10 passed unanimously.

Art. 11. To see if the Town will vote to raise and appropriate the sum of \$6,000 to provide the Town with Ambulance Service.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
6,500	4,860	6,000	2,835	6,000

Article 11 was moved, seconded and passed unanimously.

Art. 12. To see if the Town will vote to expend the following amount from the Scholarship Fund for the purpose of providing scholarships to worthy and deserving students from the Town pursuing post-secondary education at an accredited educational institution; to be selected by the Selectmen on the recommendations of the Education Committee.

Motion made and seconded. Discussion followed.

This year's scholarship recipients are: Spencer Knowles and Alex Martin. They will each receive \$2,000.

The Education Committee 2017 Yard Sale raised \$780 which will support the Scholarship Fund. This year's yard sale is scheduled for Saturday, September 8.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
2,400	2,400	3,600	3,600	8,000

Article 12 was approved unanimously,

Art. 13. To see if the Town will vote to authorize the Selectmen to accept donations to the Arrowsic Scholarship Fund and to provide appropriate receipts thereof.

Article 13 was moved, seconded and approved unanimously.

Art. 14. To see if the Town will vote to raise and appropriate the sum of \$250 for the Miscellaneous Expenses of the Education Committee.

FY 16-17		FY 17-18 As of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
250	0	250	0	250

Article 14 was moved, seconded and passed unanimously.

Art. 15. To see if the Town will vote to raise and appropriate the sum of \$58,050 for general maintenance and repair of Town Ways and other Properties, including snow removal. The amount to be raised takes into consideration the use of Town excise taxes and the MDOT Block Grant to cover Road expenses.

	FY 16-17 Actual	FY 17-18 as of 4/9/18	Request for FY 18-19
Expenses	135,225	101,763	165,950
Excise Tax	113,521	88,171	100,000
MDOT Block Grant	7,956	8,084	7,900

Road Commission Proposed Budget 2018-2019	
General Maintenance	7,500
Culverts	1,500
Roadway Grading/Rebuild	10,000
Asphalt and Gravel Maintenance	3,500
Road Sign Replacement	1,000
Paving	50,000
Emergency	10,000
Snowplow	82,450
Total	165,950
Appropriations:	
Excise Tax	100,000
MDOT Block Grant	7,900
Amount to be Raised:	58,050

Article 15 was moved and seconded. Discussion followed.

Jim Stump, Chair of the Road Commission, advised the Town that road paving will most likely be deferred until next year. Spinney Mill Road is first on the list of roads to be paved.

Route 127 is in the process of being resurfaced and, at the request of the Road Commission, a 3-foot shoulder should be lined by the MDOT from Town Hall to the northern bridge.

Article 15 passed unanimously.

Art. 16. To see if the Town will vote to raise and appropriate the sum of \$16,500 to cover the costs of recycling and other related activities.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
11,500	10,144	11,500	6,475	16,500

Motion made and seconded. Discussion followed.

ARSWC Chair, Katie Smith, discussed the changes to the recycling market and encouraged residents to consult the Town website to see what is currently being accepted. With the cost of disposing recyclables increasing, citizens should consider using reusable items to reduce waste. The committee has prepared a brochure to help with the processing of recyclable materials and suggestions for reducing overall waste.

Motion approved unanimously.

Art. 17. To see if the Town will vote to raise and appropriate the sum of \$28,500 to cover the costs of solid waste disposal.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
28,000	25,141	27,000	17,328	28,500

Article 17 was moved, seconded and unanimously approved.

Art. 18. To see if the Town will vote to raise and appropriate the sum of \$3,000 for disposal of septage waste.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
2,500	3,116	3,000	1,645	3,000

Article 18 was moved, seconded and unanimously approved.

Art. 19. To see if the Town will vote to raise and appropriate the sum of 3,500 for Municipal utilities.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
4,000	2,993	4,000	2,634	\$3,500

Article 19 was moved, seconded and unanimously approved.

Art. 20. To see if the Town will vote to raise and appropriate the sum of \$3,500 for improvements and maintenance expenses of Town properties.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
5,000	924	3,500	1,521	3,500

Motion made and seconded. Discussion followed.

Malcolm Person has been appointed to head the Town Property Committee. Malcolm will work with the Select Board and the Planning Board to survey Town properties and develop a plan for improvements. It was noted that the contracted re-siding of Town Hall will come out of this fund.

Article 20 was passed unanimously.

Art. 21. To see if the Town will vote to appropriate \$25,000 from **surplus** to contribute to the Town Capital Improvements Fund for future capital improvement projects. Current fund balance: \$32,333.

Article 21 was moved, seconded and passed unanimously.

Art. 22. To see if the Town will vote to raise and appropriate the sum of \$575 for the purpose of providing animal control support services including housing and sheltering of stray animals.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
427	427	525	467	575

Article 22 was moved, seconded and passed unanimously.

Art. 23. To see if the Town will vote to raise and appropriate the sum of \$2,000 for assessing expenses, including an Assessor’s Agent.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
2,000	1,500	2,000	42	2,000

Motion made and seconded. Discussion followed.

Select Board member Sukey Heard advised the Town that the Assessor suffered a sudden illness and will not be able to complete the revaluation of Town properties by the end of the year. The Select Board is anxious to have a complete and accurate revaluation. In discussions with the Assessor, it was agreed that postponing the assessment for a year will ensure that the Town gets the best results possible. Real estate tax bills due in 2019 will be calculated based on current evaluations. Revalued assessments will be reflected in tax bills due in 2020.

Article 23 passed unanimously.

Art. 24. To see if the Town will vote to raise and appropriate the sum of \$8,200 for the Auditor’s Report and associated services.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
7,500	7,500	7,900	7,900	8,200

Article 24 was moved, seconded and passed unanimously.

Art. 25. To see if the Town will vote to raise and appropriate the sum of \$10,000 for Insurance.

FY 16-17		FY 17-18 As of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
9,000	9,100	9,200	9,184	10,000

Article 25 was moved, seconded and passed unanimously.

Art. 26. To see if the Town will vote to raise and appropriate the sum of \$3,000 to provide Legal Services.

FY 16-17		FY 17-18 As of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
5,000	2,165	5,000	259	3,000

Article 26 was moved, seconded and unanimously accepted.

Art. 27. To see if the Town will vote to raise and appropriate the sum of \$15,000 for Administration expenses such as bank service charges, office supplies, postage, printing, software, payroll processing, dues, training, small repairs, travel reimbursements, and computer expenses.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
10,000	11,527	12,000	8,999	15,000

Article 27 was moved, seconded and passed unanimously.

Art. 28. To see if the Town will raise and appropriate the sum of \$200 for expenses related to the publishing of “The Arrowsic Arrow.”

Article 28 was moved, seconded and passed unanimously.

Art. 29. To see if the Town will vote to raise and appropriate the sum of \$3,500 for production of the Annual Report.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
3,500	3,204	3,500	0	3,500

Article 29 was moved, seconded and passed unanimously.

Art. 30. To see if the Town will vote to raise and appropriate the sum of \$1,600 for professional dues for the Maine Municipal Association.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
1,500	1,474	1,550	1,518	1,550

Article 30 was moved, seconded and passed unanimously.

Art. 31. To see if the Town will vote to raise and appropriate the sum of \$5,000 for Contingent Expenses. The Town utilized \$2,503 from contingency in FY 2016-2017 to cover the portion of expenditures that exceeded particular line items that year.

FY 16-17		FY 17-18 As of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
3,500	2,503	5,000	0	5,000

Article 31 was moved, seconded and passed unanimously.

Art. 32. To see if the Town will vote to raise and appropriate the sum of \$500 for the Miscellaneous Expenses of the Planning Board.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
1,000	595	1,000	254	500

Article 32 was moved, seconded and passed unanimously.

Art. 33. To see if the Town will vote to raise and appropriate the sum of \$100 for the Miscellaneous Expenses of the Zoning Board of Appeals.

FY 16-17	FY 17-18 as of 4/9/18	FY 18-19

Request	Actual	Request	Actual	Request
100	0	100	0	100

Article 33 was moved, seconded and passed unanimously.

Art. 34. To see if the Town will vote to raise and appropriate the sum of \$400 for the Miscellaneous Expenses of the Conservation Commission.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
400	62	400	146	400

Article 34 was moved, seconded and approved unanimously.

Art. 35. To see if the Town will vote to appropriate the sum of \$600 from the **dedicated Shellfish Conservation Fund** for the Miscellaneous Expenses of the Shellfish Conservation Committee and the Shellfish Warden.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
800	342	600	446	600

Article 35 was moved, seconded and approved unanimously.

Art. 36. To see if the Town will vote to raise and appropriate the sum of \$100 for the Miscellaneous Expenses of the Local Emergency Management Agency.

FY 16-17		FY 17-18 as of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
100	0	100	0	100

Article 36 was moved, seconded and approved unanimously.

Art. 37. To see if the Town will vote to raise and appropriate the sum of \$100 for the Miscellaneous Expenses of the Local Health Officer.

FY 16-17		FY 17-18 As of 4/9/18		FY 18-19
Request	Actual	Request	Actual	Request
0	0	100	55	100

Article 37 was moved, seconded and approved unanimously.

Art. 38. To see if the Town will vote to appropriate from **surplus** the sum of \$7,554 for the Patten Free Library. *Note: Last year was \$7,404.*

Article 38 was moved, seconded and approved unanimously.

Art. 39. To see if the Town will vote to appropriate from **surplus** the sum of \$5,850 to fund the following non-profit organizations:

	FY 16-17	FY 17-18	FY 18-19
Bath Food Bank	350	400	450
Bath Freight Shed Alliance	100	100	0
Bath Area Senior Citizens, Inc.	350	400	450
Bath Area Family YMCA	350	400	450
Big Brothers/Big Sisters of Bath-Brunswick	350	400	450
Citizens for Squirrel Point	100	100	100
Elmhurst Assn. for Retarded Citizens, Inc.	350	400	450
Friends of the Doubling Point Light	100	100	100
Georgetown Historical Society	100	100	100
Kennebec Estuary Land Trust	300	300	300

LifeFlight Foundation	100	100	100
Maine Public Broadcasting	250	250	250
Maine's First Ship	100	100	100
MCM Community Action	350	400	450
Maine Chapter Red Cross	100	100	100
New Hope for Women	350	400	450
SEARCH-GB (formerly GBEON)	100	100	100
Spectrum Generations (Meals on Wheels)	350	400	450
Sweetser	350	400	450
Tedford Housing	350	400	450
The Range Light Keepers	200	100	100
Totals	5,050	5,450	5,850

Bill Savedoff explained that the Town did not expend any General Assistance funds this year; therefore, we can afford to fund the increased amount for the above non-profit organizations.

Article 39 was moved, seconded and approved unanimously.

Art. 40. To see if the Town will vote to draw from **surplus** such funds as necessary to meet the Town's legislated responsibilities for providing General Assistance in accordance with the Town's General Assistance Ordinance passed in 2016. (Actual 17-18, \$0).

Article 40 was moved, seconded and approved unanimously.

Art. 41. To see if the Town will vote to draw from **surplus** such funds as necessary to meet the Town's responsibilities for uncollectible ambulance fees. (Actual 17-18 \$0).

Article 41 was moved, seconded and approved unanimously.

Art. 42. To see what sum the Town will vote to appropriate from **surplus** for reducing the amount of money to be raised by taxes. Selectmen recommend \$20,000.

Article 42 was moved, seconded and approved unanimously.

Art. 43. To see if the Town will vote to increase the property tax levy limit of \$250,828 established for the Town by State law, in the event that the municipal budget approved under the preceding articles results in a tax commitment that is greater than this property tax levy limit.

Article 43 was moved and seconded. Discussion followed.

Sukey Heard explained that we do not expect to exceed the amount, but since we are close to the tax levy limit established for the Town by State Law, it is prudent to cover that possibility.

Article 43 was approved by ballot by a vote of 66 yes to 0 no.

Art. 44. To see if the Town will vote to keep the Town alewife and blueback herring resource closed to harvesting during the 2019 season for conservation purposes.

Article 44 was moved and seconded. Discussion followed.

Josephine Ewing, Chair of the Conservation Commission, responded to a question regarding the status of alewife conservation efforts. The alewife population has been growing, thanks to the successful efforts of our dedicated volunteers; however, harvesting restrictions will remain in place to comply with conditions of the grant for the culvert work.

The article passed unanimously.

Art. 45. To see if the Town will vote to accept the categories of State funding listed below, as provided by the Maine State Legislature.

State Municipal Revenue Sharing	Estimated	10,100
MDOT Block Grant	Estimated	7,900
Tree Growth Reimbursement	Estimated	1,000
Veterans Exemption Reimbursement	Estimated	225
Snowmobile Registration Revenues	Estimated	125
Homestead	Estimated	21,385
State grants or other funds not included above		Unknown

Article 45 was moved, seconded and approved unanimously.

Art. 46. To see if the Town will vote to continue to allocate all revenues from the sale of shellfish licenses, and any fines received for violation of the Shellfish Conservation Ordinance, to the dedicated Shellfish Conservation Fund, to be used by the Shellfish Conservation Committee for shellfish management, conservation, and ordinance enforcement.

Article 46 was moved, seconded and approved unanimously.

Art. 47. To see if the Town will vote to collect all Watercraft Excise Taxes in a dedicated Water Access Fund. Current Fund balance: \$78,281

Art. 48. To see if the Town will vote to allocate all revenues from dog license fees to a dedicated Animal Control Account and authorize the Selectmen to draw from that account for the purpose of funding animal control work in town.

Article 48 was moved, seconded and approved unanimously.

Art. 49. To see if the Town will vote to allow the Selectmen to accept and expend the following monies: miscellaneous contributions, donations, grants and reimbursements.

Article 49 was moved, seconded and approved unanimously.

Art. 50. To see if the Town will vote to authorize the Selectmen to draw from surplus such funds as necessary for tax abatements due to overpaid taxes.

Article 50 was moved, seconded and approved unanimously.

Art. 51. To see if the Town will vote to authorize the Selectmen on behalf of the Town to sell and dispose of any real estate acquired by the Town for nonpayment of taxes, on such terms as they deem advisable, and to execute quit-claim deeds for such property.

Article 51 was moved, seconded and approved unanimously.

Art. 52. To see if the Town will vote to allocate all proceeds from the sale of tax delinquent property to the Undesignated Surplus.

Article 52 was moved, seconded and approved unanimously.

Art. 53. To see if the Town will vote to authorize the Selectmen to borrow money from time to time in anticipation of taxes.

Article 53 was moved, seconded and approved unanimously.

Art. 54. To see if the Town will vote to authorize the Selectmen to utilize balances in Town dedicated funds to postpone or eliminate the need to borrow in anticipation of taxes. Funds reduced in this way would be restored with incoming tax revenues.

Article 54 was moved, seconded and approved unanimously.

Art. 55. To see what sum the Town will vote to authorize for Annual Interest on all taxes paid 60 days after posting.

Selectmen recommend 4.0% (State Maximum Allowed—8%)

Article 55 was moved, seconded and approved unanimously.

Art. 56. To see what date the Town will select for the 2019 Annual Town Meeting. Selectmen recommend Thursday, June 13, 2019, at 6:30 PM.

Article 56 was moved, seconded and approved unanimously.

Selectmen:

Michele Gaillard
Suzannah Heard
William Savedoff

Respectfully Submitted,

Barbara Boyce, Town Clerk