

2014

2014 Brownfield Maine Town Meeting Report

Brownfield, Me.

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**WARRANT FOR TOWN MEETING
TOWN OF BROWNFIELD
JULY 1, 2014 – JUNE 30, 2015**

To: Wanda Bartlett, a citizen of the Town of Brownfield, County of Oxford, State of Maine.

Greetings: In the name of the State of Maine, you are hereby required to notify and warn the voters of the Town of Brownfield, in said County, qualified by law to vote in Town affairs, to meet in the Brownfield Town Office in said Town on Tuesday, the 10th day of June 2014 A.D. from 8:00 A.M. until 8:00 P.M. for the election of Town Officials and the vote on any referendum questions. The polls will open as soon as Article 01 has been acted upon. All others articles, beginning with Article 02, will be voted upon at the Brownfield Community Center on Wednesday, the 11th day of June 2014 A.D. at 7:00 P.M.

- ARTICLE 01** To elect a Moderator to preside at said meeting who will follow the Rules of Procedure from the Maine Moderators Manual.
- ARTICLE 02** To see if the Town will vote to dispense with the check list.
- ARTICLE 03** To see if the Town will vote to authorize the Selectmen to appoint all necessary Town Officials in accordance with 30-A MRSA 2601.
- ARTICLE 04** To see if the Town will vote to change the office of Town Clerk/Tax Collector/Treasurer from one office to two offices. The Tax Collector/Treasurer office would remain an elected three-year term and the Town Clerk office would become an appointed three-year term commencing with the 2015 annual town meeting.
- ARTICLE 05** To see if the Town will vote to raise and appropriate the sum of **\$410,643** for Payroll and Benefits. It is recommended to apply **\$2,878** from the Animal Control Reserve account to offset the Animal Control Officer salary.

	2013/2014	2014/2015
Town Administrator*	32,136	32,136
Tax Collector/Treasurer/Clerk*	32,926	32,926
Deputy Clerk/Clerical Assistant*	18,517	24,689
Code Enforcement Officer*	18,065	18,065
Animal Control Officer*	2,878	2,878
Planning Board Secretary*	4,774	4,774
Recreation Director*	20,280	20,280
Public Works Director*	37,794	37,794
PW Employee 1*	30,555	30,555
PW Employee 2*	30,555	30,555
TS Manager*	15,163	15,163
TS Employee 1*	13,670	12,623
TS Employee 2*	3,642	7,288
Fire Chief*	8,034	8,034
Fire Department Members	15,000	15,000
Selectmen*	6,500	6,500
Registrar	2,000	2,000
OT for PW Employees	8,250	8,250
PW Extra Manpower	3,900	3,900
FICA	23,349	23,976

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Retirement	5,038	5,907
Health Insurance	52,947	67,350
TOTAL PROPOSED	385,973	410,643

Budget Committee Recommendation: \$410,643 (4-1-1)
 Selectmen Recommendation: \$410,643 (2-1-0)

ARTICLE 06 To see if the Town will vote to raise and appropriate a cost of living adjustment for all Town employees(*). If approved, this would be in addition to the payroll requested in Article 05. These amounts (including FICA and retirement {if applicable}) would be:

3%	\$ 9,334	6%	\$ 18,666
4%	\$ 12,445	7%	\$ 21,775
5%	\$ 15,555	8%	\$ 24,888

Budget Committee Recommendation: \$9,334 (5-0-2)
 Selectmen Recommendation: \$15,555 (2-1-0)

ARTICLE 07 To see if the Town will vote to increase the Rec. Director’s weekly hours. If this Article is not approved, the position will remain at 30 hours/week as listed in Article 05.

35 Hours/Week	No Raise	3%	4%	5%	6%	7%	8%
Rec. Director Salary	23,660	24,370	24,606	24,843	25,080	25,316	25,553
FICA Share	1,810	1,864	1,882	1,900	1,919	1,937	1,955
Health Insurance	11,225	11,225	11,225	11,225	11,225	11,225	11,225
Retirement	710	731	738	745	752	759	766
TOTAL PROPOSED	37,405	38,190	38,451	38,713	38,976	39,237	39,499

40 Hours/Week	No Raise	3%	4%	5%	6%	7%	8%
Rec. Director Salary	27,040	27,851	28,121	28,392	28,662	28,932	29,203
FICA Share	2,069	2,131	2,151	2,172	2,193	2,213	2,234
Health Insurance	11,225	11,225	11,225	11,225	11,225	11,225	11,225
Retirement	811	836	844	852	860	868	876
TOTAL PROPOSED	41,145	42,043	42,341	42,641	42,940	43,238	43,538

This Article is not recommended by the Budget Committee or the Selectmen.

ARTICLE 08 To see if the Town will vote to: (a) approve the Order of Discontinuance of a Public Easement issued by the Municipal Officers on May 20, 2014 pertaining to a portion of the Chamberlain Road (which was discontinued as a Town way at the June 15, 2005 annual town meeting); and (b) raise and appropriate the sum of \$0.00 to pay damages as stated in the Order.

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ARTICLE 09 Shall Article III: Dimensional Standard, Section 3.1 of the Land Use Ordinance be amended as follows. Note: New language is underlined. Language to be deleted is ~~crossed out~~.

3.1 The minimum lot size shall be two acres. Minimum lot road frontage shall be 150 feet; minimum setback from the centerline of any road shall be 55 feet except for four-rod roads which shall have a 75 foot setback from the center of the road.

Property read and sideline minimum setbacks shall be 25 feet. Lots with duplexes or multi-family structures on them shall have an additional 50 feet of road frontage for each dwelling unit over one. Lots with two or more dwelling units, shall comply with current ~~at least 70 feet between them at the closest point.~~ building and or fire codes. Setback requirements pertain to all structures, both principal and accessory; however, structures already in place by June 4, 1988 may be added to only if dimensional standards are not further violated.

For non-conforming lots of record smaller than two acres, the minimum setbacks from read and side property lines shall be 25 feet or 10% of the lot width, whichever is less.

ARTICLE 10 To see if the Town will vote to raise and appropriate the sum of **\$88,615** for the fixed costs portion of the Administrative expenses.

	2013/2014	2014/2015
Insurance	32,000	33,600
Operational Expenses	8,800	13,300
Custodian	1,575	2,550
Plumbing Inspector	100	100
Fire Warden	100	100
Health Officer	100	100
Audit Expense	6,800	6,800
Dues	2,400	2,500
Computer Licensing	7,275	7,734
Computer Maintenance	1,500	1,500
Security System	500	300
Website	500	0
Cemetery Lots	160	160
Harvest Hills Animal Shelter	1,597	1,597
Fryeburg Rescue	19,307	18,274
TOTAL PROPOSED	82,714	88,615

Budget Committee Recommendation: \$88,615 (7-0-0)
 Selectmen Recommendation: \$88,615 (3-0-0)

ARTICLE 11 To see if the Town will vote to carry over previously approved and unexpended funds left in Cemetery Lots to a reserve account not to exceed **\$500**.

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ARTICLE 12 To see if the Town will vote to raise and appropriate the sum of **\$36,800** for the non-fixed costs portion of the Administrative expenses.

	2013/2014	2014/2015
Ballot Clerks	1,000	600
Mileage/Fuel	1,000	500
Contingency	2,500	2,500
Election Expense	300	900
Tax Map Update	1,500	1,500
Town Report	1,000	1,000
Seminars & Training	500	800
Legal	2,500	5,000
General Assistance	5,000	5,000
Office Expense	9,500	9,500
Computer Replacement	1,500	1,000
Memorial Flags & Markers	500	500
Abatements	1,000	1,000
Street Lights	6,000	6,500
Veteran's Grave Repair	500	500
TOTAL PROPOSED	34,300	36,800

Budget Committee Recommendation: \$36,800 (7-0-0)
 Selectmen Recommendation: \$36,800 (3-0-0)

ARTICLE 13 To see if the Town will vote to carry over previously approved and unexpended funds left in Legal to a reserve account not to exceed **\$10,000**.

ARTICLE 14 To see if the Town will vote to raise and appropriate the amount **\$860** for the operational expenses of the Animal Control office. It is recommended to apply **\$725** from the Animal Control Reserve Account to offset these expenses.

	2013/2014	2014/2015
Supplies	100	100
Cell Phone	360	360
Training	100	100
Mileage	500	300
TOTAL PROPOSED	1060	860

Budget Committee Recommendation: \$860 (8-0-0)
 Selectmen Recommendation: \$860 (2-0-0)

ARTICLE 15 To see if the Town will vote to raise and appropriate the amount of **\$2,575** for the Planning Board expenses.

	2013/2014	2014/2015
Supplies	150	150
Mileage/Fuel	150	150

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Seminars	400	400
Land Use Law Books	144	0
Postage	75	75
Advertising	300	300
Computer Upgrade	300	0
Legal	1,500	1,500
TOTAL PROPOSED	3,019	2,575

Budget Committee Recommendation: \$2,575 (8-0-0)
 Selectmen Recommendation: \$2,575 (2-0-0)

ARTICLE 16 To see if the Town will vote to raise and appropriate the amount of **\$4,100** for the CEO/Assessing Department expenses.

	2013/2014	2014/2015
Computer/Software Upgrade	0	2,400
Training	1,000	1,000
Books/Supplies	0	700
TOTAL PROPOSED	1,000	4,100

Budget Committee Recommendation: \$4,100 (8-0-0)
 Selectmen Recommendation: \$4,100 (2-0-0)

ARTICLE 17 To see if the Town will vote to raise and appropriate the amount of **\$17,000** for the upkeep and maintenance at the Brownfield Community Center. It is recommended to apply **\$1,940** from the BCC Reserve Account to offset these expenses.

	2013/2014	2014/2015
Electric	2,100	2,100
Telephone	660	600
Heating	6,000	6,000
Security	300	300
Custodian	1,000	2,800
Building Maintenance/Repair	4,600	4,600
Supplies	400	600
TOTAL PROPOSED	15,060	17,000

Budget Committee Recommendation: \$17,000 (8-0-0)
 Selectmen Recommendation: \$17,000 (2-0-0)

ARTICLE 18 To see if the Town will vote to raise and appropriate the amount of **\$7,400** for the Recreation Department expenses.

	2013/2014	2014/2015
Advertising	700	400
Training & Seminars	500	600
Transportation	500	500

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Office Supplies & Postage	900	1,200
Phone/DSL	1,100	800
Community Activities	1,000	1,000
Sports Equipment/Activities	500	400
Background Checks/Med. Supplies	500	800
Dues	500	300
Grounds Maintenance & Repair	1,000	1,000
Miscellaneous	400	400
TOTAL PROPOSED	7,600	7,400

Budget Committee Recommendation: \$7,400 (8-0-0)
 Selectmen Recommendation: \$7,400 (2-0-0)

ARTICLE 19

To see if the Town will vote to raise and appropriate the amount of **\$3,103** for Water Recreation. It is recommended to apply **\$1,600** from the Water Reserve Account to offset these expenses.

	2013/2014	2014/2015
Beach/Water Equipment	350	250
Docks	600	700
Swimming Instructor(s)	1,600	2,153
TOTAL PROPOSED	2,550	3,103

Budget Committee Recommendation: \$3,103 (8-0-0)
 Selectmen Recommendation: \$3,103 (2-0-0)

ARTICLE 20

To see if the Town will vote to raise and appropriate up to **\$3,000** for fireworks for the Brownfield Day celebration.

ARTICLE 21

To see if the Town will vote to authorize the Selectmen to refinance the existing loan on the fire truck and town garage.

ARTICLE 22

To see if the Town will vote to raise and appropriate the amount of **\$64,255** for the first year's payment (out of five) on the new loan for the fire truck and town garage.

ARTICLE 23

To see if the Town will vote to raise and appropriate the amount of **\$155,650** for the overall operation of the Public Works Department. It is recommend to apply **\$1,432** from the Haley Town Road Reserve Account (and then close this account) and apply **\$154,218** from auto excise to offset these expenses.

	2013/2014	2014/2015
Telephone/DSL	1,050	1,210
Electricity	1,500	2,000
Heating Oil	3,500	4,000
Vehicle Fuel – Diesel	32,500	32,500
Vehicle Fuel – Gasoline	4,500	4,500
Maintenance – Garage	2,000	1,700

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Maintenance – Office	1,000	1,000
Maintenance – Fire Protection	500	500
Maintenance – Vehicles	25,000	25,000
Maintenance – Radios	500	500
Tool Replacement	1,000	1,000
Screen Sand/Salt	40,000	40,000
Gravel	12,000	12,000
Culverts	2,500	2,500
Cold Patch	2,000	2,000
Bridge Repair	500	500
Brush Control	3,000	3,000
Signs	500	500
Calcium	3,000	3,000
Parks & Memorials – Mowing	3,240	3,240
Parks & Memorials – Porta Pots	1,500	1,500
Parks & Memorials – Electricity	200	200
Erosion Control	500	500
Safety Equipment	300	300
Drug & Alcohol Testing	500	500
Training	300	300
Uniforms	2,500	2,500
Miscellaneous	1,500	750
Road Sealing	6,900	6,900
Guardrails	500	500
Security	0	300
Office Supplies	0	750
TOTAL PROPOSED	154,490	155,650

Budget Committee Recommendation: \$155,650 (9-0-0)
 Selectmen Recommendation: \$155,650 (3-0-0)

ARTICLE 24 To see if the Town will vote to raise and appropriate the amount of **\$13,000** for road improvements.

Budget Committee Recommendation: \$13,000 (9-0-0)
 Selectmen Recommendation: \$13,000 (3-0-0)

ARTICLE 25 To see if the Town will vote to raise and appropriate the amount of **\$150,000** towards paving of roads, bridges, etc. It is recommended to apply all URIP funds received to offset this article.

Budget Committee Recommendation: \$150,000 (7-1-1)
 Selectmen Recommendation: \$150,000 (3-0-0)

ARTICLE 26 To see if the Town will vote to raise and appropriate the amount of **\$65,000** towards the \$185,000 needed to repair the culvert at Durgins Mill. The remainder to be raised over the next year. \$60,000 was raised and appropriated last year.

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Budget Committee Recommendation: \$65,000 (9-0-0)
Selectmen Recommendation: \$65,000 (3-0-0)

ARTICLE 27

To see if the Town will vote to raise and appropriate the amount of **\$95,750** for the overall operation of the Transfer Station. It is recommended to apply **\$20,000** from the Transfer Station Reserve Account to offset these expenses.

	2013/2014	2014/2015
AVRRDD	35,000	45,000
Oxford County Recycling	5,093	8,000
Demo/Bulky Waste Disposal	22,000	15,000
Tire Disposal	1,700	1,500
Steel Disposal	900	1,200
Propane Disposal	700	0
North Conway Incinerator	13,000	15,000
Hazardous Waste	300	300
Sludge Maintenance	1,200	1,200
Electricity	500	500
Telephone	400	350
Health & Safety	300	200
Uniforms	1,600	1,600
Heat (Propane)	1,400	1,400
Licensing	700	700
Miscellaneous/Mileage	550	400
Security	0	300
Supplies	100	100
Maintenance/Repair	1,200	3,000
TOTAL PROPOSED	86,643	95,750

Budget Committee Recommendation: \$95,750 (7-1-0)
Selectmen Recommendation: \$95,750 (2-0-0)

ARTICLE 28

To see if the Town will vote to raise and appropriate the amount of **\$32,050** for the overall operation of the Fire Department.

	2013/2014	2014/2015
Volunteer Firefighters Insurance	900	900
Electricity	1,000	1,000
Heat (Oil)	4,500	5,000
Training	2,000	2,000
Vehicle Fuel	4,000	4,000
Safety Gear	5,000	5,000
Dues	500	500
Telephone/DSL	800	900
Maintenance – Building	2,000	2,000
Maintenance – Vehicle	5,000	4,000

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Equipment	5,000	5,000
Office Expense	200	200
Computer/Software	550	600
Special Accounts	0	0
Emergency Preparedness	100	100
Hydrants	250	250
Fire Hose	500	500
Hepatitis Vaccine	100	100
TOTAL PROPOSED	32,400	32,050

Budget Committee Recommendation: \$32,050 (7-0-1)
 Selectmen Recommendation: \$32,050 (2-0-0)

ARTICLE 29 To see if the Town will vote to return proceeds from the sale of equipment or assets to a reserve account of the department that sells the equipment or assets.

ARTICLE 30 To see if the Town will vote to change the composition of the Budget Committee to be as follows: Selectmen, Treasurer and seven elected citizens. The elected positions will serve for three year terms.

ARTICLE 31 To see if the Town will vote to raise and appropriate the amount of **\$25,500** for the following In-Town Organizations.

Organization	2013/2014 Request	2013/2014 Approved	2014/2015 Request	2014/2015 Recommend
Brownfield Public Library	14,400	12,500	16,000	12,000
Pine Grove Cemetery	3,000	2,700	2,700	3,500
Burnt Meadow Brook Cem.	900	800	800	800
Brownfield Food Pantry	4,500	4,500	6,000	6,000
TOTAL PROPOSED	22,800	20,500	25,500	22,300

Budget Committee Recommendation: \$22,300 (7-0-1)
 Selectmen Recommendation: \$22,300 (0-0-2)

ARTICLE 32 To see if the Town will vote to raise and appropriate the amount of **\$9,419** for the following Out-Of-Town Organizations.

Organization	2013/2014 Request	2013/2014 Approved	2014/2015 Request	2014/2015 Recommend
American Red Cross	500	400	300	300
Androscoggin Home Care	750	250	750	750
Community Concepts	2,000	2,000	2,000	2,000
Home Health Visiting Nurse	2,680	375	500	220
R.E.A.C.H. (Rape Support)	350	250	350	350
Saco River Corridor Comm.	300	0	300	300
Safe Voices	300	0	300	300

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Senior Transp. Program	550	0	125	125
Seniors Plus	412	250	1,011	1,011
Tri-County Mental Health	1,597	1,500	1,597	1,597
Western Maine Veterans	175	175	175	250
White Mtn. Comm. Health	2,011	1,000	2,011	1,000
TOTAL PROPOSED	11,625	6,200	9,419	8,203

Budget Committee Recommendation: \$8,203 (5-1-0)
 Selectmen Recommendation: \$8,203 (3-0-0)

- ARTICLE 33** To see if the Town will vote to raise and appropriate up to **\$2,500** to add to the Contingency Reserve Account established by Town vote on the 12th of June 2012. (This Account may not exceed \$10,000. Contingency expenditures must have the unanimous vote of the Board of Selectmen.)
- ARTICLE 34** To see if the Town will vote to raise and appropriate up to **\$30,000** for distribution into the Capital Improvement Accounts.
- ARTICLE 35** To see if the Town will vote to authorize the Selectmen to apply up to **\$150,000** of other income (general fund) received by the Town during the 2013/2014 fiscal year (principally excise taxes, interest on delinquent taxes, state reimbursement income and Selectmen's overlay) to reduce the overall amounts to be granted and raised for fiscal year 2014/2015 thereby lowering the taxes needed to be raised by the Town.
- ARTICLE 36** To see if the Town will vote to charge seven percent (7%) interest annually on taxes (and amounts owed to the Town) not paid by November 15, 2014 and May 15, 2015.
- ARTICLE 37** To see if the Town will vote to set the interest rate to be paid by the Town on abated taxes at three percent (3%) for the fiscal year.
- ARTICLE 38** To see if the Town will vote to hold its Annual Town Meeting on Tuesday, June 9, 2015 and Wednesday, June 10, 2015.
- ARTICLE 39** To see if the Town will vote to increase the levy limit established for the Town by State law in the event that the municipal budget approved under the preceding articles results in a tax commitment greater than this property tax levy limit.

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The Town of Brownfield, Maine:

Signed by:

Erik Walker
Chair, Board of Selectmen

Signed by:

William J. Flynn
Selectman

Signed by:

Carol Brooks
Selectman

A true copy, Attest:

Signed by:

Wanda L. Bartlett
Town Clerk

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ARTICLE 40: To see if the Town will vote to refinance with Bangor Savings Bank the remaining balance due on the Town's existing bond for the fire truck and town garage loan in order to reduce the rate of interest payable on the bond from 4.15% per annum to 2.58% per annum, with the new bond to be in the amount of the remaining balance due on the existing bond, to be repaid at the new rate of interest over the remaining term of the existing bond, and with the Selectmen authorized to execute on behalf of the Town, all documents they deem appropriate to complete such financing.

A motion needs to be made to pass over ARTICLE 21 and vote on ARTICLE 40 in its place.