

2015

2015 Brownfield Maine Town Meeting Report

Brownfield, Me.

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**WARRANT FOR TOWN MEETING
TOWN OF BROWNFIELD
JULY 1, 2015 – JUNE 30, 2016**

To: Michelle Day, 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 9th day of June 2015 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 10th day of June 2015 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.

Meeting was called to order at 8 A.M. Gene Bergoffen was elected as Moderator. Meeting reconvened at 7 P.M. with Moderator Gene Bergoffen welcoming all in attendance.

ARTICLE 02 To see if the Town will vote to dispense with the check list.

Moved and seconded. Article carried as written.

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.

Moved and seconded. Article carried as written

ARTICLE 04 To see if the Town will vote to raise and appropriate the sum of **\$416,450** for Payroll and Benefits. It is recommended to apply **\$2,878** from the Animal Control Reserve account to offset the Animal Control Officer salary.

	2014/2015	2015/2016
Administrative Assistant*	32,618	24,336
Tax Collector/Treasurer/*	33,428	33,428
Clerical Assistant	25,059	0
Town Clerk*	0	29,120
Code Enforcement Officer*	18,382	18,382
Animal Control Officer*	3,008	3,008
Planning Board Secretary*	4,846	4,846
Recreation Director*	20,584	20,584
Public Works Director*	38,361	38,361
PW Employee 1*	31,013	31,013
PW Employee 2*	31,013	31,013
TS Manager*	15,390	15,390
TS Employee 1*	12,812	12,812
TS Employee 2*	7,397	7,397
Fire Chief*	8,155	8,155

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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	24,313	23,982
Retirement	5,907	4,888
Health Insurance	67,350	74,085
TOTAL PROPOSED	415,195	416,450

Budget Committee Recommendation: \$417,709 (5-0-0)
 Selectmen Recommendation: \$416,450 (3-0-0)

Moved and seconded. Article carried as written.

ARTICLE 05 To see if the Town will vote to raise and appropriate a 3% cost of living adjustment for all Town employees(*). If approved, this would be in addition to the payroll requested in Article 04. These amounts (including FICA and retirement {if applicable} would be:

3% = \$9,184

Budget Committee Recommendation: \$9,184(5-0-0)
 Selectmen Recommendation: \$9,184(3-0-0)

Moved and seconded. A motion to amend the article to 1.7% was made and with the amendment failing the article carried as written with the 3% increase.

ARTICLE 06 To see if the Town will vote to raise and appropriate the sum of **\$93,408** for the fixed costs portion of the Administrative expenses.

	2014/2015	2015/2016
Insurance	33,600	35,280
Operational Expenses	13,300	13,300
Custodian	2,550	2,550
Plumbing Inspector	100	100
Fire Warden	100	100
Health Officer	100	100
Audit Expense	6,800	6,800
Dues	2,500	2,500
Computer Licensing	7,734	8,072
Computer Maintenance	1,500	2,000
Security System	300	300
Website	0	0
Cemetery Lots	160	160
Harvest Hills Animal Shelter	1,597	1,597
Fryeburg Rescue	18,274	20,549
TOTAL PROPOSED	88,615	93,408

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Budget Committee Recommendation: \$93,408 (5-0-0)
Selectmen Recommendation: \$93,408 (3-0-0)

Moved and seconded. Article carried as written

ARTICLE 07 To see if the Town will vote to raise and appropriate the sum of **\$41,200** for the non-fixed costs portion of the Administrative expenses.

	2014/2015	2015/2016
Ballot Clerks	600	600
Mileage/Fuel	500	500
Contingency	2,500	2,500
Election Expense	900	900
Tax Map Update	1,500	1,500
Town Report	1,000	1,200
Seminars & Training	800	1,000
Legal	5,000	10,000
General Assistance	5,000	5,000
Office Expense	9,500	9,500
Computer Replacement	1,000	2,000
Memorial Flags & Markers	500	500
Abatements	1,000	1,000
Street Lights	6,500	7,000
Veteran's Grave Repair	500	500
TOTAL PROPOSED	36,800	43,700

Budget Committee Recommendation: \$41,200 (5-0-0)
Selectmen Recommendation: \$43,700 (3-0-0)

Moved and seconded. Article carried as written.

ARTICLE 08 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**.

Moved and seconded. Article carried as written.

ARTICLE 09 To see if the Town will vote to raise and appropriate the amount **\$1,600** for the operational expenses of the Animal Control office. It is recommended to apply **\$1,600** from the Animal Control Reserve Account to offset these expenses.

	2014/2015	2015/2016
Supplies	100	250
Cell Phone	360	701
Training	100	149
Mileage	300	500
TOTAL PROPOSED	860	1,600

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Budget Committee Recommendation: \$1,600 (5-0-0)
Selectmen Recommendation: \$1,600 (3-0-0)

Moved and seconded. Article carried as written.

ARTICLE 10 To see if the Town will vote to raise and appropriate the amount of **\$2,735** for the Planning Board expenses.

	2014/2015	2015/2016
Supplies	150	150
Mileage/Fuel	150	150
Seminars	400	400
Land Use Law Books	0	160
Postage	75	75
Advertising	300	300
Computer	0	0
Legal	1,500	1,500
TOTAL PROPOSED	2,575	2,735

Budget Committee Recommendation: \$2,735 (5-0-0)
Selectmen Recommendation: \$2,735 (3-0-0)

Moved and seconded. Article carried as written.

ARTICLE 11 To see if the Town will vote to raise and appropriate up to **\$3,200** for the CEO/Assessing Department expenses.

	2014/2015	2015/2016
Computer/Software Upgrade	2,400	0
Legal	0	1,500
Training	1,000	1,000
Books/Supplies	700	700
TOTAL PROPOSED	4,100	3,200

Budget Committee Recommendation: \$1,700 (5-0-0)
Selectmen Recommendation: \$3,200 (3-0-0)

Moved and seconded. Article carried as written.

ARTICLE 12 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 take up to **\$2,000** from the BCC Reserve Account to offset these expenses.

	2014/2015	2015/2016
Electric	2,100	2,100
Telephone	600	600

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Heating	6,000	6,000
Security	300	300
Custodian	2,800	2,800
Building Maintenance/Repair	4,600	4,600
Supplies	600	600
TOTAL PROPOSED	17,000	17,000

Selectmen Recommendation: \$17,000 (3-0-0)

Moved and seconded. Article carried as written.

ARTICLE 13 To see if the Town will vote to raise and appropriate the amount of **\$7,000** for the Recreation Department expenses.

	2014/2015	2015/2016
Advertising	400	200
Training & Seminars	600	350
Transportation	500	500
Office Supplies & Postage	1,200	1,200
Phone/DSL	800	800
Community Activities	1,000	1,200
Sports Equipment/Activities	400	400
Background Checks/Med. Supplies	800	650
Dues	300	375
Grounds Maintenance & Repair	1,000	900
Miscellaneous	400	425
TOTAL PROPOSED	7,400	7,000

Budget Committee Recommendation: \$7,000 (5-0-0)
Selectmen Recommendation: \$7,000 (2-0-1)

Moved and seconded. Article carried as written.

ARTICLE 14 To see if the Town will vote to raise and appropriate the amount of **\$2,680** for Water Recreation. It is recommended to apply **\$1,600** from the Water Reserve Account to offset these expenses. It is also recommended that all revenue from swimming lessons be deposited into the Water Reserve Account to be used for water recreation.

	2014/2015	2015/2016
Beach/Water Equipment	250	150
Docks	700	200
Swimming Instructor(s)	2,153	2,330
TOTAL PROPOSED	3,103	2,680

Budget Committee Recommendation: \$2,680 (5-0-0)
Selectmen Recommendation: \$2,680 (2-0-1)

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Moved and seconded. Article carried as written.

ARTICLE15 To see if the Town will vote to designate the water reserve account as a non-lapsing account and to direct that all swim fees collected by the Brownfield Recreation Department henceforth be deposited in that account.

Moved and seconded. Article carried as written.

ARTICLE 16To see if the Town will vote to establish a Brownfield Recreation Department Capital Reserve Fund for capital equipment and capital improvements such as acquisition of vehicles and equipment and improvements to recreation facilities.

Moved and seconded. Article carried as written with 27 Yes and 12 No.

ARTICLE17 To see if the Town will vote to raise and appropriate the amount of **\$64,000** for the second year’s payment (out of five) on the loan for the fire truck and town garage.

Moved and seconded. Article carried as written.

ARTICLE18 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.

	2014/2015	2015/2016
Telephone/DSL	1,210	1,210
Electricity	2,000	2,000
Heating Oil	4,000	4,000
Vehicle Fuel – Diesel	32,500	32,500
Vehicle Fuel – Gasoline	4,500	4,500
Maintenance – Garage	1,700	1,700
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

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Safety Equipment	300	300
Drug & Alcohol Testing	500	500
Training	300	300
Uniforms	2,500	2,500
Miscellaneous	750	750
Road Sealing	6,900	6,900
Guardrails	500	500
Security	300	300
Office Supplies	750	750
TOTAL PROPOSED	155,650	155,650

Budget Committee Recommendation: \$155,650 (4-0-0)
 Selectmen Recommendation: \$155,650 (3-0-0)

Moved and seconded. Article carried as written.

ARTICLE19 To see if the Town will vote to raise and appropriate the amount of **\$13,000** for road improvements.

Budget Committee Recommendation: \$13,000 (4-0-0)
 Selectmen Recommendation: \$13,000 (3-0-0)

**Moved and seconded. The article was amended to take 13,000 from Excise.
 Motion was approved and carried as amended.**

ARTICLE20 To see if the Town will vote to raise and appropriate the amount of **\$157,000** towards paving of roads, bridges, etc. It is recommended to apply all LRAF(Local Road Assistance Fund) funds received to offset this article.

Budget Committee Recommendation: \$157,000 (4-0-0)
 Selectmen Recommendation: \$157,000 (3-0-0)

Moved and seconded. The article was amended to take all of the LRAF funds and the remainder from Excise. Motion was approved and carried as amended.

ARTICLE21 To see if the Town will vote to raise and appropriate the amount of **\$60,000** to Complete the \$185,000 needed to repair the culvert at Durgins Mill.

Budget Committee Recommendation: \$60,000 (4-0-0)
 Selectmen Recommendation: \$60,000 (3-0-0)

**Moved and seconded. The article was amended to take 60,000 from Excise.
 Motion was approved and carried as amended.**

ARTICLE22 To see if the Town will vote to raise and appropriate the amount of **\$100,450** for the overall operation of the Transfer Station. It is recommended to apply **\$10,000** from the Transfer Station Reserve Account to offset these expenses.

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	2014/2015	2015/2016
AVRRDD	45,000	45,000
Oxford County Recycling	8,000	13,000
Demo/Bulky Waste Disposal	15,000	15,000
Tire Disposal	1,500	1,300
Steel Disposal	1,200	1,200
Propane Disposal	0	0
North Conway Incinerator	15,000	15,000
Hazardous Waste	300	1,500
Sludge Maintenance	1,200	0
Electricity	500	500
Telephone	350	350
Health & Safety	200	200
Uniforms	1,600	1,600
Heat (Propane)	1,400	1,400
Licensing	500	500
Miscellaneous/Mileage	400	500
Security	300	300
Supplies	100	100
Maintenance/Repair	3,000	3,000
TOTAL PROPOSED	95,550	100,450

Budget Committee Recommendation: \$100,550 (5-0-0)
Selectmen Recommendation: \$100,450 (3-0-0)

Moved and seconded. The article was amended to take 20,000 from the Transfer Station Reserve Account. Motion was approved and carried as amended.

ARTICLE 23

To see if the Town will vote to raise and appropriate the amount of **\$31,250** for the overall operation of the Fire Department.

	2014/2015	2015/2016
Volunteer Firefighters Insurance	900	800
Electricity	1,000	1,000
Heat (Oil)	5,000	4,000
Training	2,000	2,000
Vehicle Fuel	4,000	4,000
Safety Gear	5,000	5,000
Dues	500	300
Telephone/DSL	900	1,200
Maintenance – Building	2,000	2,000
Maintenance – Vehicle	4,000	4,000
Equipment	5,000	5,000
Office Expense	200	200

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Computer/Software	600	800
Special Accounts	0	0
Emergency Preparedness	100	100
Hydrants	250	250
Fire Hose	500	500
Hepatitis Vaccine	100	100
TOTAL PROPOSED	32,050	31,250

Budget Committee Recommendation: \$31,250 (4-0-0)
 Selectmen Recommendation: \$31,250 (3-0-0)

Moved and seconded. Article carried as written.

ARTICLE 24 To see if the Town will vote to expend up to \$70,000 from the Fire Department’s Equipment Reserve Account. These funds will meet the Town’s share of a \$308,387 FEMA Grant required to purchase a new Tanker Truck.

Moved and seconded. Article carried as written.

ARTICLE 25 To see if the Town will vote to raise and appropriate the amount of **\$27,000** for the following In-Town Organizations.

Organization	2014/2015 Request	2014/2015 Approved	2015/2016 Request	2015/2016 Recommend
Brownfield Public Library	16,000	16,000	16,000	12,500
Pine Grove Cemetery	2,700	2,700	3,500	3,500
Burnt Meadow Brook Cem.	800	800	800	800
Brownfield Food Pantry	6,000	6,000	6,700	6,700
TOTAL PROPOSED	25,500	25,500	27,000	23,500

Budget Committee Recommendation: \$23,500 (5-0-0)
 Selectmen Recommendation: \$23,500(3-0-0)

Moved and seconded. Article carried as written

ARTICLE 26 To see if the Town will vote to raise and appropriate the amount of **\$8,325** for the following Out-Of-Town Organizations.

Organization	2014/2015 Request	2014/2015 Approved	2015/2016 Request	2015/2016 Recommend
American Red Cross	500	400	750	750
Androscoggin Home Care	750	250	750	750
Community Concepts	2,000	2,000	2,000	2,000
Life Flight Foundations	0	0	799	0
Home Health Visiting Nurse	2,680	375	250	250
R.E.A.C.H. (Rape Support)	350	250	350	350
Saco River Corridor Comm.	300	0	300	300

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Safe Voices	300	0	300	325
Senior Transp. Program	550	0	300	200
Seniors Plus	412	250	1,151	1,151
Tri-County Mental Health	1,597	1,597	1,500	1,500
Western Maine Veterans	175	175	175	250
White Mtn. Comm. Health	2,011	1,000	0	0
TOTAL PROPOSED	11,625	6,200	8,325	7,826

Budget Committee Recommendation: \$7,826 (6-0-0)
 Selectmen Recommendation: \$7,826 (3-0-0)

Moved and seconded. The article was amended to approve the recommended amount. Motion was approved and carried as amended.

ARTICLE 27 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.)

Moved and seconded. Article carried as written.

ARTICLE 28 To see if the Town will vote to raise and appropriate up to **\$30,000** for distribution into the Capital Improvement Accounts.

Moved and seconded. A motion to amend the article to take 15,000 from the Transfer Station Reserve Account and to raise and appropriate 15,000. Motion was approved and carried as amended.

ARTICLE 29 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 2014/2015 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 2015/2016 thereby lowering the taxes needed to be raised by the Town.

Moved and seconded. Article carried as written.

ARTICLE 30 To see if the Town will vote to authorize the Selectmen on behalf of the Town, to sell a certain parcel of land by such method and on such terms and conditions as they deem appropriate, and to execute and deliver a municipal quitclaim deed without covenant upon receipt of full payment for same. Said parcel containing 0.3 acres more or less and located off Route 160 on Burnt Meadow Pond, being the same parcel as was conveyed to the Town by quitclaim deed of Yetta E. Brickman and recorded in the Oxford County Registry of Deeds in Book 305 Page 826, also being the same parcel as Lot U06-050-000 as shown on the Town's tax maps.

Moved and seconded. A motion to amend the article to sell the property to a certain

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individual for a certain price failed. A motion to amend the article to remove the Book and Page carried. Article carried as amended.

ARTICLE 31 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, 2015 and May 15, 2016.

Moved and seconded. Article carried as written.

ARTICLE 32 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.

Moved and seconded. Article carried as written.

ARTICLE 33 To see if the Town will vote to hold its Annual Town Meeting on Tuesday, June 14, 2016 and Wednesday, June 15, 2016.

Moved and seconded. Article carried as written.

ARTICLE 34 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.

Moved and seconded. Article carried as written.

ARTICLE 35 To see if the Town will vote to authorize the Board of Selectmen to accept any grants and/or donations of money or property providing the donations or grants serve the best interest of the Town.

Moved and seconded. Article carried as written.

ARTICLE 36 To see if the Town will vote to authorize the Board of Selectmen to explore the benefits of a Zero Sort Recycling System; and, if found to be beneficial to the Town, be authorized to take whatever action is necessary to implement such system.

Moved and seconded. Article carried as written.

ARTICLE 37 To see if the Town will vote to authorize the Board of Selectmen on behalf of the Town, to sell and dispose of property acquired by tax process at public sale, except where it is being sold back to the former owner, or party who has succeeded to the title of the former owner, when a private sale may be utilized. "Public Sale" shall not mean "Public Auction", but shall mean a sale pursuant to such published notice in newspaper of general circulation within the Town as the Selectmen deem appropriate with notification of 30 days prior to the sale. The terms and conditions of any such sale shall be as the Selectmen deem advisable. In all cases, conveyance is to be made by municipal quitclaim deed.

Moved and seconded. Article carried as written.

ARTICLE 38 To see if the Town will vote to authorize the Board of Selectmen to sell or dispose

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of any personal property or equipment belonging to the Town providing the property or equipment is no longer needed; and, that the proceeds from the sale of or equipment be deposited into the reserve account of the department that sells the equipment or property, except that any transfers from other reserve accounts be paid first.

Moved and seconded. Article carried as written.

Motion made and seconded to adjourn. Meeting adjourned at 9:50 P.M.

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The Town of Brownfield, Maine:

A true copy, Attest:

Signed by:

Wanda L. Bartlett
Town Clerk