

2018

# 2018 Brownfield Maine Town Meeting Report

Brownfield, Me.

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**WARRANT FOR TOWN MEETING  
TOWN OF BROWNFIELD  
FOR FISCAL YEAR JULY 1, 2018 – JUNE 30, 2019**

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 12<sup>th</sup> day of June 2018 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 other articles, beginning with Article 02, will be voted upon at the Brownfield Community Center on Wednesday, the 13<sup>th</sup> day of June 2018 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.

**Gene Bergoffen was elected as Moderator**

**ARTICLE 02** To see if the Town will vote to dispense with the checklist.

**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 **\$473,781** for payroll and benefits.

	<b>2017/2018</b>	<b>2018/2019</b>
Selectmen's Assistant*	25,818	25,818
Tax Collector/Treasurer*	35,464	35,464
Town Clerk*	30,894	30,894
Code Enforcement Officer*	19,502	19,502
Animal Control Officer*	3,191	3,191
Planning Board Secretary*	3,081	7,430
Recreation Director*	21,838	22,027
Public Works Director*	46,040	45,760
PW Employee 1*	32,901	34,612
PW Employee 2*	32,901	31,200
TS Employee 1*	14,140	14,140
TS Employee 2*	12,012	12,376
Fire Chief*	43,200	43,200
Fire Department Members*	15,450	15,450
Selectmen*	9,270	9,270
Registrar*	2,122	2,122
OT for PW Employees*	8,498	8,498
PW Extra Manpower*	4,017	4,017
FICA	27,593	27,920
Retirement	5,186	5,707

Health Insurance	73,709	75,183
<b>TOTAL PROPOSED</b>	<b>466,827</b>	<b>473,781</b>

**\*Note: An amended bookkeeping error changed the proposed total from the Budget Committee Recommendation**

**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. This amount including FICA and retirement (if applicable) would be **\$11,939**.

**Budget Committee Recommendation: \$11,939 (7-1-1)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 06** To see if the Town will vote to raise and appropriate the sum of **\$120,058** for the fixed costs portion of Administrative expenses.

	<b>2017/2018</b>	<b>2018/2019</b>
Insurance	39,280	39,280
Operational Expenses	9,500	9,500
Custodian	2,234	2,234
Plumbing Inspector	100	100
Fire Warden	100	100
Health Officer	100	100
Audit Expense	6,800	6,800
Bookkeeping	4,500	12,000
Dues	2,700	2,700
Computer Licensing	8,372	11,000
Computer Maintenance	2,000	4,000
Security System	300	300
Cemetery Lots/Maintenance	5,010	6,200
Harvest Hills Animal Shelter	1,597	1,597
Fryeburg Rescue	24,060	24,147
<b>TOTAL PROPOSED</b>	<b>106,653</b>	<b>120,058</b>

**Budget Committee Recommendation: \$120,058 (9-1-0)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 07** To see if the Town will raise and appropriate the sum of **\$58,100** for non-fixed costs portion of administrative expenses.

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	<b>2017/2018</b>	<b>2018/2019</b>
Ballot Clerks	600	1,000
Mileage/Fuel	800	1,500
Contingency	2,500	2,500
Election Expense	900	900
Tax Map Update	1,500	1,500
Town Report	1,000	1,000
Seminars & Training	1,500	1,500
Legal	8,000	15,000
General Assistance	5,000	5,000
Office Expense	10,000	15,000
Computer Replacement	2,000	2,000
Memorial Flags & Markers	1,500	1,500
Abatements	1,000	1,000
Street Lights	8,200	8,200
Veteran's Grave Repair	500	500
<b>TOTAL PROPOSED</b>	<b>45,000</b>	<b>58,100</b>

**Budget Committee Recommendation: \$58,100 (10-0-0)**

**Moved and Seconded. Article Carried as written.**

- ARTICLE 08** 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.

	<b>2017/2018</b>	<b>2018/2019</b>
Supplies	250	250
Cell Phone	700	700
Training	150	150
Mileage	500	500
Immunizations/Medical Needs	0	0
<b>TOTAL PROPOSED</b>	<b>1,600</b>	<b>1,600</b>

**Budget Committee Recommendation: \$1,600 (8-0-0)**

**Moved and Seconded. Article Carried as written.**

- ARTICLE 09** To see if the Town will vote to raise and appropriate the amount of **\$6,396** for the Planning Board expenses.

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	<b>2017/2018</b>	<b>2018/2019</b>
Mileage/Fuel	150	150
Seminars	500	500
Land Use Law Books	0	100
Postage	75	150
Advertising	300	150
Supplies	0	250
Website	0	96
Legal	3,000	5,000
<b>TOTAL PROPOSED</b>	<b>4,025</b>	<b>6,396</b>

**Budget Committee Recommendation:   \$6,396           (6-0-4)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 10** To see if the Town will vote to raise and appropriate the amount of **\$6,025** for the CEO/Assessing Department expenses.

	<b>2017/2018</b>	<b>2018/2019</b>
Computer Update	0	1,000
Annual Fee to TRIO Software	0	325
Computer Software/Assessing	0	1,000
Legal	1,500	1,500
Training	1,000	1,500
Books/Supplies	700	700
<b>TOTAL PROPOSED</b>	<b>3,200</b>	<b>6,025</b>

**Budget Committee Recommendation:   \$6,025           (10-0-0)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 11** To see if the Town will vote to raise and appropriate the amount of **\$20,731** for the upkeep and maintenance at the Brownfield Community Center. It is recommended to apply **\$3,000** from the BCC Reserve Account to offset these expenses.

	<b>2017/2018</b>	<b>2018/2019</b>
Electric	2,400	2,400
Telephone	720	720
Heating	6,000	6,000
Security	300	300
Custodian	4,328	4,328
Bldg. Maintenance/Rug Cleaning	6,083	6,083

Supplies	900	900
<b>TOTAL PROPOSED</b>	<b>20,731</b>	<b>20,731</b>

**Budget Committee Recommendation: \$20,731 (10-0-0)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 12**

To see if the Town will vote to raise and appropriate the sum of **\$20,000** for repairs to the Brownfield Community Center.

**Budget Committee Recommendation: \$20,000 (9-1-0)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 13**

To see if the Town will vote to raise and appropriate the amount of **\$8,110** for the Recreation Department expenses.

	<b>2017/2018</b>	<b>2018/2019</b>
Advertising	200	200
Training & Seminars	450	800
Transportation	500	500
Office Supplies & Postage	1,400	1,400
Phone/DSL	800	1,160
Community Activities	1,200	1,200
Sports Equip./Activities/Uniforms	500	500
Background Check/Med Supplies	650	650
Dues	375	375
Ground Maint./Repair/Field Spray	900	900
Miscellaneous	425	425
<b>TOTAL PROPOSED</b>	<b>7,400</b>	<b>8,110</b>

**Budget Committee Recommendation: \$8,110 (7-0-0)**

**Moved and Seconded. Amendment was made to this article.**

**“To see if the town will vote to raise and appropriate the amount of \$8100, with \$1700 being transferred to Friends of Brownfield Rec. All funds will be used for Recreation department expenses.” Article carried as amended.**

**ARTICLE 14**

To see if the Town will vote to raise and appropriate the amount of **\$3,100** for Water Recreation. It is recommended that all revenue from swimming lessons be deposited into the Water Revenue Reserve Account.

	<b>2017/2018</b>	<b>2018/2019</b>
Beach/Water Equipment	100	300
Docks	200	500
Swimming Instructor Salary	1,800	1,800
Swim Aide Stipend	500	500
<b>TOTAL PROPOSED</b>	<b>2,600</b>	<b>3,100</b>

**Budget Committee Recommendation:      \$3,100            (7-0-0)**

**Moved and Seconded. Amendment was made to this Article.**

**“To see if the Town will vote to raise and appropriate the amount of \$3100 for water recreation. With \$300 being transferred to Friends of Brownfield Rec. It is recommended that all revenue from swimming lessons be deposited into the water reserve account.” Article carried as amended.**

**ARTICLE 15**

To see if the Town will vote to raise and appropriate the amount of **\$161,685** for the overall operation of the Public Works Department.

	<b>2017/2018</b>	<b>2018/2019</b>
Telephone/DSL	1,285	1,885
Electricity	1,600	1,600
Heating Oil	2,500	2,800
Vehicle Fuel – Diesel	25,000	25,000
Vehicle Fuel – Gasoline	4,000	4,000
Maintenance – Garage	1,500	1,500
Maintenance – Office	1,500	2,500
Maintenance – Fire Protection	700	700
Maintenance – Vehicles	25,000	25,000
Maintenance – Radios	500	500
Tool Replacement	1,000	5,000
Screen Sand/Salt	40,000	50,000
Gravel	12,000	12,000
Culverts	2,500	2,500
Cold Patch	1,000	1,000
Bridge Repair	500	500
Brush Control	3,000	3,000
Signs	500	1,000
Calcium	3,000	3,000
Parks & Memorials – Mowing	2,700	2,700
Parks & Memorials – Porta Pots	1,800	1,800
Parks & Memorials – Electricity	200	200
Erosion Control	0	250
Safety Equipment	300	300
Drug & Alcohol Testing	500	500
Training	300	500
Uniforms	2,500	2,500
Miscellaneous	1,375	750
Road Sealing	6,900	6,900
Guardrails	500	1,000
Security	300	300
Office Supplies	500	500
<b>TOTAL PROPOSED</b>	<b>144,960</b>	<b>161,685</b>

**Budget Committee Recommendation:      \$161,685            (8-0-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 16**

To see if the Town will vote to raise and appropriate the amount of **\$60,147** for the fifth year's payment (out of five) on the new loan for the fire truck and town garage.

**Moved and Seconded. Article carried as written.**

**ARTICLE 17**

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

**Budget Committee Recommendation:     \$13,000           (8-0-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 18**

To see if the Town will vote to raise and appropriate the amount of **\$149,500** towards paving of roads, bridges, etc. It is recommended to apply all Local Road Assistance Funds (LRAF) received to offset this article.

**Budget Committee Recommendation:     \$149,500           (8-0-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 19**

To see if the Town will vote to raise and appropriate the amount of **\$165,000** for the purchase of a 2018 International Six Wheel Plow Truck.

**Budget Committee Recommendation:     \$165,000           (8-0-0)**

**Moved and Seconded. Amendment was made to this article. "To see if the Town will vote to raise and appropriate the amount of \$165,000 for the purchase of Public Works vehicles." Article carried as amended.**

**ARTICLE 20**

To see if the Town will vote to raise and appropriate the amount of **\$89,930** for the overall operation of the Transfer Station.

	<b>2017/2018</b>	<b>2018/2019</b>
Tipping Fees	45,000	45,000
Recycling	2,000	2,000
Demo/Bulky Waste Disposal/Tire Disposal	1,600	1,600
Trucking	32,000	32,000
Hazardous Waste	500	700
Electricity	500	500
Telephone	350	380
Health & Safety	200	500
Uniforms	1,600	1,600
Heat (Propane)	1,000	1,000
Licensing	600	600
Miscellaneous/Mileage/Seminars	300	500

Security	300	300
Supplies	100	250
Maintenance/Repair	3,000	3,000
<b>TOTAL PROPOSED</b>	<b>89,050</b>	<b>89,930</b>

**Budget Committee Recommendation: \$89,930 (8-0-0)**

**Moved and Seconded. Amendment was made to this article. “ To see if the Town will raise and appropriate \$53,930 and to take the remaining \$36,000 From the Transfer Station reserve account.” Article carried as amended.**

**ARTICLE 21**

To see if the Town will vote to authorize the Board of Selectmen to enter into a contract with Agri-Cycle for weekly pickup of food scraps and biodegradable refuse, not to exceed an annual fee of **\$4,050**, including containers, with that money coming out of the Transfer Station Capital Reserve Account.

**Moved and Seconded. Article carried as written.**

**ARTICLE 22**

To see if the Town will vote to raise and appropriate the amount of **\$31,050** for the overall operation of the Fire Department.

	<b>2017/2018</b>	<b>2018/2019</b>
Volunteer Firefighters Insurance	800	600
Electricity	1,200	1,200
Heat (Oil)	3,000	4,000
Training	1,500	1,500
Vehicle Fuel	3,000	2,500
Safety Gear	5,000	5,000
Dues	300	300
Telephone/DSL	1,200	1,700
Maintenance – Building	2,000	2,000
Maintenance – Vehicle	4,000	4,000
Equipment	5,000	5,000
Office Expense	800	800
Computer/Software	1,500	1,500

<b>Special Accounts</b>		
Emergency Preparedness	100	100
Hydrants	250	250
Fire Hose	500	500
Hepatitis Vaccine	100	100
<b>TOTAL PROPOSED</b>	<b>30,250</b>	<b>31,050</b>

**Budget Committee Recommendation: \$31,050 (10-0-0)**

**Moved and Seconded. Article carried as written.**

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**ARTICLE 23** To see if the Town will vote to raise and appropriate the amount of **\$14,000** for the Brownfield Public Library.

**Budget Committee Recommendation: \$14,000 (6-2-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 24** To see if the Town will vote to raise and appropriate the amount of **\$500** for the Brownfield Historical Society.

**Budget Committee Recommendation: \$500 (8-0-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 25** To see if the Town will vote to require that all articles be written out with the amount of the organization’s request rather than the Budget Committee recommendation.

**Moved and Seconded. Amendment was made to this article. “ To see if the Town will vote to require that all articles be written out with the amount of the organization’s request along with the recommendation of the Budget Committee.” Article carried as amended.**

**ARTICLE 26** To see if the Town will vote to raise and appropriate the amount of **\$6,700** for the Brownfield Food Pantry.

**Budget Committee Recommendation: \$6,700 (7-0-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 27** To see if the Town will vote to raise and appropriate the amount of **\$5,650** for the following Out-Of-Town Organizations.

<b>Organization</b>	<b>2017/ 2018 Requested</b>	<b>2017/ 2018 Approved</b>	<b>2018/ 2019 Requested</b>	<b>2018/ 2019 Approved</b>
Community Concepts	2,000	2,000	2,000	2,000
Home Health Visiting Nurse	250	250	0	0
Life Flight Foundations	799	0	0	0
Sexual Assault Prevention & Response	300	0	350	350

Svcs. (prev. REACH)				
Saco River Corridor Comm.	350	350	300	300
Seniors Plus	1,365	1,365	1500	1500
Tri-County Mental Health	1,500	1,500	1500	1500
White Mtn. Comm. Health	1,000	1,000	0	0
<b>TOTAL PROPOSED</b>	<b>7,564</b>	<b>6,465</b>	<b>5,650</b>	<b>5,650</b>

**Budget Committee Recommendation: \$5,650 (7-0-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 28** To see if the Town will vote to authorize the Board of Selectmen to explore the options and benefits of generating solar power for the Town of Brownfield and to enter into a contract with any fees associated to be no more than **\$1,000** from the Transfer Station Reserve Account, with any money not expended be put back into the Transfer Station Reserve Account and any future money to be granted and raised at Town Meeting in the future.

**Moved and Seconded. Article carried as written.**

**ARTICLE 29** To see if the Town will vote to close the following roads, or portions thereof, to Winter maintenance during the months of November, December, January, February, March and April for a period of ten (10) years unless a full-time resident moves in.

1. Farnsworth Road (Map R5) from the Little Saco to Map R09-015.
2. Hatch Hill Road
3. John Pride Lane
4. Phen Hill Road (Map R14) from the western corner of Lot 14 to the Porter Road.
5. Potato Hole Road
6. Trout Lane

**Moved and Seconded. Amendment was made to this article. “To see if the Town Will vote to close the following roads, or portions thereof, to winter maintenance During the months of November, December, January, February, March and April for a period of (10)years. Amendment passes. After some discussion it was voted to table this article and hold a public hearing and a special Town Meeting Within a 120 days.**

**ARTICLE 30** 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. Amendment was made to this article. “To see if the Town Will vote to raise and appropriate up to \$30,000 to be divided equally into the three Capital Improvement Accounts.” 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, 2018 and May 15, 2019.
- Moved and Seconded. Amendment was made to this article. “To see if the Town Will vote to charge four percent (4%) interest annually on taxes (and amounts owed To the Town) not paid by November 15, 2018 and May 15, 2019. Article carried as amended.**
- 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 11, 2019 and Wednesday, June 12, 2019.**
- 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 raise and appropriate **\$2,500** towards Brownfield Old Home Day.
- Moved and Seconded. Article carried as written.**
- ARTICLE 36** To see if the Town will vote to authorize the Board of Selectmen to accept and expend 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.**

As a point of reference, last year **184** votes were cast on Election Day and **94** voters were in attendance at Town Meeting.

The Town of Brownfield, Maine:

Signed by:

\_\_\_\_\_  
William J. Flynn  
Chair, Board of Selectmen

Signed by:

\_\_\_\_\_  
Ricky Emery  
Selectman

Signed by:

\_\_\_\_\_  
Erik T. Walker  
Selectman

A true copy, Attest:

Signed by:

\_\_\_\_\_  
Michelle L. Day  
Town Clerk