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2016

## Town of South Berwick Annual Warrant 2016

South Berwick, Me.

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TOWN OF SOUTH BERWICK  
WARRANT  
2016/2017

State of Maine

County of York, ss.

TO: Joseph Rousselle, a Resident of South Berwick in the County of York, State of Maine.

GREETINGS:

In the name of the Town of South Berwick, you are required to notify the inhabitants of said Town, qualified to vote in Town affairs, to assemble in the R.P.Gagnon Assembly Hall at the Town Hall on Main Street in said Town on Tuesday, the 17th of May 2016, at 6:00 o'clock in the evening, then and there to act on the following articles:

ARTICLE 1. To elect a moderator to preside at said meeting. Election to take place at 6:30pm. Business session will be held immediately following.

ARTICLE 2. To see if the Town will authorize the Town Council to dispose of tax acquired property in any manner in which the Town Council deems to be in the best interests of the Town.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 3. To see if the Town will vote to authorize the Tax Collector to charge and collect interest at a rate of seven (7) percent per annum on all unpaid taxes not paid by the due dates, with one-half of the taxes due on September 30, 2016 and one-half due on March 31, 2017.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 4. To see if the Town will vote to authorize the Tax Collector to accept prepayment of taxes not yet due or assessed. Any excess paid in over the amount finally assessed shall be repaid at zero (0) percent interest.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 5. To see if the Town will vote to authorize the Tax Collector to continue an eight (8) month payment plan known as the "Tax Club", with interest waived for all members of the Club making regular payments in accordance with the rules and regulations governing said Club.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 6. To see if the Town will vote to set the rate of interest paid on overpayment of taxes due to abatement at three (3) percent per annum as per MRSA36/506A.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 7. To see if the Town will vote to appropriate from Undesignated Fund the payment of property tax abatements (and applicable interest) granted during this fiscal year.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 8. To see if the Town will vote to authorize the deposit of all proceeds from the Parking Lease Agreement between the Town and Avesta Young Street LP dated December 12, 2014 and December 22, 2015 into a non-lapsing designated reserve account and to appropriate and expend those funds to pay any costs associated with the repair and maintenance of said parking lot.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 9. To see if the Town will vote to raise and appropriate the following amounts for Police Services:

Police Department	\$ 816,468
Animal Control	9,144
Dispatch Center	345,204
Total	\$1,170,816

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation and other revenue sources  
\$1,170,816

ARTICLE 10. To see if the Town will vote to raise and appropriate the following amounts for Emergency Services:

Fire Department	\$ 196,554
Emergency Management Services	6,144
Water Assessment/Fire Protection	299,735
Total	\$ 502,433

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation  
and other revenue sources \$ 502,433

ARTICLE 11. To see if the Town will vote to raise and appropriate the following amounts for Public Works:

Town Hall	\$ 72,201
Community Center	68,379
Highway	761,181
Public Facilities	43,075
Town Garage	18,195
Transfer Station	294,325
Solid Waste Transportation	91,285
Total	\$ 1,348,641

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation  
and other revenue sources \$ 1,348,641

ARTICLE 12. To see if the Town will vote to appropriate from Undesignated Fund Balance and Department of Transportation Highway Block Grant funds and raise and appropriate from general taxation and other revenue sources the following amounts for Capital Improvements – Roads:

Roads	\$ 700,000
Total	\$ 700,000

TOWN COUNCIL RECOMMENDS:

Appropriate from DOT Highway Block Grant  
and \$ 64,440

Appropriate from Undesignated Fund Balance  
and \$ 476,000

Raise and appropriate from general taxation  
and other revenue sources \$ 159,560

ARTICLE 13. To see if the Town will vote to (1) approve a capital project consisting of road reconstruction, renovation and paving, including engineering, design and any other reasonably related costs thereto, (2) appropriate a sum not to exceed \$4,000,000 to provide for the costs of the project and (3) authorize the Treasurer and Chairperson of the Town Council to issue general obligation securities of the Town of South Berwick (including temporary notes in anticipation of the sale thereof) in an aggregate principal amount not to exceed \$4,000,000 for a term not to exceed 10 years, with an interest rate not to exceed 3%, and delegate to the Treasurer and the Chairperson of the Town Council the discretion to fix the dates(s), place(s) of payment, form and other details of said securities on behalf of the Town of South Berwick and to provide for the sale thereof.

FINANCIAL STATEMENT  
TOWN OF SOUTH BERWICK

1. Total Town Indebtedness

A. Bonds outstanding as of June 30, 2015	\$ 2,165,527
B. Bonds authorized and unissued	\$ 0
C. Bonds to be issued if this vote is approved	\$ 4,000,000
Total	\$ 6,165,527

2. Costs

At an estimated maximum interest rate of 3%, with a term not to exceed 10 years, the estimated costs of this bond issue will be:

Principal:	\$ 4,000,000
Interest:	\$ 660,000
Total Debt Service:	\$ 4,660,000

3. Validity

The validity of the bond and of the voters' ratification of the bond may not be affected by any errors in the above estimates. If the actual amount of the total debt service of the bond issue varies from the estimate, the ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

s/ \_\_\_\_\_  
Perry A Ellsworth, Treasurer

TOWN COUNCIL RECOMMENDS:

Approval

ARTICLE 14. To see if the Town will vote to raise and appropriate the following amounts for General Government:

Town Council	\$ 6,350
Town Manager	156,506
Control/Collection	205,478
Computer	43,100
Administration	153,295
Tax Assessment	102,570
Employee Benefits	1,146,260
Street Lights	50,000
Compensated Absence Reserve	30,000
Total	\$ 1,893,559

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation  
and other revenue sources \$ 1,893,559

ARTICLE 15. To see if the Town will vote to appropriate from AVESTA Land Sale (Bond Offset) and raise and appropriate from general taxation and other revenue sources the following amounts for Debt Service:

Young Street Debt	\$ 49,319
2010 CIP Debt	54,044
Library Construction Debt	140,000
Total	\$ 243,363

TOWN COUNCIL RECOMMENDS:

Appropriate from AVESTA Land Sale (Bond Offset) \$ 34,220  
and  
Raise and appropriate from general taxation  
and other revenue sources \$ 209,143

ARTICLE 16. To see if the Town will vote to raise and appropriate the following amount for the Records Department:

Town Clerk	\$ 70,700
Total	\$ 70,700

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation  
and other revenue sources \$ 70,700

ARTICLE 17. To see if the Town will vote to raise and appropriate the following amounts for Code Enforcement and Health Departments:

Code Enforcement	\$ 54,196
Planning	41,276
Historic District Commission	250
Zoning Board of Appeals	160
Total	\$ 95,882

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation  
and other revenue sources \$ 95,882

ARTICLE 18. To see if the Town will vote to raise and appropriate the following amounts for Public Welfare:

Social Services	\$ 59,232
Social/Civic Contributions	11,150
Emergency/Rescue Services	81,986
Total	\$ 152,368

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation  
and other revenue sources \$ 152,368

ARTICLE 19. To see if the Town will vote to raise and appropriate the following amounts for Recreation/Parks and Conservation:

Recreation	\$ 81,037
Conservation Commission	4,845
Total	\$ 85,882

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation  
and other revenue sources \$ 85,882

Attest to be a true copy,  
Barbara Bennett  
Barbara Bennett, CCM  
Town Clerk

**TOWN OF SOUTH BERWICK  
TOWN MEETING  
MAY 17, 2016**

Pursuant to the foregoing warrant, the inhabitants of the Town of South Berwick, qualified to vote in Town affairs, assembled at the Town Hall on May 17, 2016 and transacted the following business. The meeting was called to order by the Clerk at 6:30pm.

Council members present included Chairman John C. Kareckas, Russell H. Abell, John James, Laura Leber, and Thomas Chase. Town Manager Perry A. Ellsworth was also in attendance. There were approximately 50 voters present.

**ARTICLE 1:** Thomas Harmon was nominated as moderator, received four votes of four votes cast, was elected and duly sworn by the Town Clerk.

Mr. Harmon announced that the meeting would be conducted in accordance with the Sixth Edition of the Maine Moderators' Manual. He explained the process and the methods of voting.

**ARTICLE 2:** On a motion by Tom Chase, seconded by Russ Abell, it was unanimously voted to authorize the Town Council to dispose of tax acquired property in any manner in which the Town Council deems to be in the best interests of the Town.

No discussion.

**ARTICLE 3:** On a motion by Russ Abell, seconded by John Kareckas, it was unanimously voted to authorize the Tax Collector to charge and collect interest at a rate of seven (7) percent per annum on all unpaid taxes not paid by the due dates, with one-half of the taxes due September 30, 2016 and one-half due on March 31, 2017.

No discussion.

**ARTICLE 4:** On a motion by John Kareckas, seconded by John James, it was unanimously voted to authorize the Tax Collector to accept prepayment of taxes not yet due or assessed. Any excess paid in over the amount finally assessed shall be repaid at zero (0) percent interest.

No discussion.

**ARTICLE 5:** On a motion by John James, seconded by Laura Leber, it was unanimously voted to authorize the Tax Collector to continue an eight (8) month payment plan known as the "Tax Club", with interest waived for all members of the Club making regular payments in accordance with the rules and regulations governing said Club.

No discussion.

**ARTICLE 6:** On a motion by Laura Leber, seconded by Tom Chase, it was unanimously voted to set the rate of interest paid on overpayment of taxes due to abatement at three (3) percent per annum as per MRSA 36 §506A.

No discussion.

**ARTICLE 7:** On a motion by Tom Chase, seconded by Russ Abell, it was unanimously voted to appropriate from the Undesignated Fund the payment of property tax abatements (and applicable interest) granted during this fiscal year.

No discussion.

**ARTICLE 8:** Russ Abell made a motion to authorize the deposit of all proceeds from the Parking Lease Agreement between the Town and Avesta Young Street LP dated December 12, 2014 and December 22, 2015 into a non-lapsing designated reserve account and to appropriate and expend those funds to pay any costs associated with the repair and maintenance of said parking lot. John Kareckas seconded the motion.

-Town Manager Ellsworth explained that the funds will only be used for maintenance and upgrades to the parking lot.

Article 8 passed unanimously as written.

**ARTICLE 9:** John Kareckas made a motion to raise and appropriate \$1,170,816 from general taxation and other revenue sources for the Police Department. John James seconded the motion.

-Cliff Cleary, Spillane's Hill Rd, asked if we still dispatch for Berwick. Mr. Ellsworth stated that we do (certainly for the next 4 months, per the current contract). Berwick is seeking services elsewhere, but it is likely that they will stay with us for another year.

-Mr. Cleary asked how many police officers we have. Chief Lajoie stated that there are currently eight (8) part-time and nine (9) full time, counting himself.

-Richard Clough, Academy St, asked what will happen if Berwick leaves. Mr. Ellsworth stated that Berwick currently pays us about \$183,000 annually for dispatch services, which includes their portion of the PSAP fees. If they leave, the difference in revenues would be about \$16,000.

Article 9 passed unanimously as written.



**ARTICLE 10:** John James made a motion to raise and appropriate \$502,433 from general taxation and other revenue sources for Emergency Services. Laura Leber seconded the motion. No discussion. Article 10 passed as written.

**ARTICLE 11:** Laura Leber made a motion to raise and appropriate \$1,348,641 from general taxation and other revenue sources for Public Works. Tom Chase seconded the motion. No discussion. Article 11 passed unanimously as written.

**ARTICLE 12:** Tom Chase made a motion to raise and appropriate \$64,440 from DOT Highway Block Grant, \$476,000 from Undesignated Fund, and \$159,560 from general taxation and other revenue sources for a total of \$700,000 for Capital Improvements – Roads. Russ Abell seconded the motion.

-Richard Clough, Academy St, asked if the \$700,000 in this article covers the bond payment in the next article and has the Council committed to using the surplus. Mr. Kareckas explained that the Council is committed to the road plan and the use of the surplus. He added that the Council, by policy, is trying to maintain the undesignated fund balance at appropriate levels. Manager Ellsworth stated that due to changes in the Town's valuation and revenue growth he is comfortable with using \$400,000-\$500,000 of the undesignated fund for each of the next 4-5 years.

Article 12 passed unanimously as written.

**ARTICLE 13:** Russ Abell made a motion to (1) approve a capital project consisting of road reconstruction, renovation and paving, including engineering, design and any other reasonably related costs thereto, (2) appropriate a sum not to exceed \$4,000,000 to provide for the costs of the project and (3) authorize the Treasurer and Chairman of the Town Council to issue general obligation securities of the Town of South Berwick (including temporary notes in anticipation of the sale thereof) in an aggregate principal amount not to exceed \$4,000,000 for a term not to exceed 10 years, with an interest rate not to exceed 3%, and delegate to the Treasurer and the Chairman of the Town Council the discretion to fix the date(s), place(s) of payment, form and other details of said securities on behalf of the Town of South Berwick and to provide for the sale thereof. John Kareckas seconded the motion.

-Richard Clough, Academy St, asked if the validity portion applied to the interest rate. It was explained that the interest rate is part of the bonding process.

-Mr. Clough asked if we can buy a higher grade of asphalt to help minimize future repairs. Mr. Kareckas explained that the Town has changed its requirements for pavement and are getting a better grade of asphalt.

Article 13 passed unanimously as written.

**ARTICLE 14:** John Kareckas made a motion to raise and appropriate \$1,893,559 from general taxation and other revenue sources for General Government. John James seconded the motion. No discussion. Article 14 passed unanimously as written.

**ARTICLE 15:** John James made a motion to raise and appropriate \$34,220 from the Avesta Land Sale (Bond Offset) and \$209,143 from general taxation and other revenue sources for a total of \$243,363 for Debt Service. Laura Leber seconded the motion.

No discussion. Article 15 passed unanimously as written.

**ARTICLE 16:** Laura Leber made a motion to raise and appropriate \$70,700 from general taxation and other revenue sources for the Records Department. Tom Chase seconded the motion.

No discussion. Article 16 passed unanimously as written.

**ARTICLE 17:** Tom Chase made a motion to raise and appropriate \$95,882 from general taxation and other revenue sources for Code Enforcement and Health Departments. Russ Abell seconded the motion.

No discussion. Article 17 passed unanimously as written.

**ARTICLE 18:** Russ Abell made a motion to raise and appropriate \$152,368 from general taxation and other revenue sources for Public Welfare. John Kareckas seconded the motion.

No discussion. Article 18 passed unanimously as written.

**ARTICLE 19:** John Kareckas made a motion to raise and appropriate \$85,882 from general taxation and other revenue sources for Recreation/Parks and Conservation. John James seconded the motion.

-Town Manager Ellsworth recognized Recreation Director Sharon Brassard. He commended her for her efforts in running the recreation and senior activities with very little tax money.

Article 19 passed unanimously as written.

**ARTICLE 20:** John James made a motion to raise and appropriate \$136,086 from general taxation and other revenue sources for the Library. Laura Leber seconded the motion.

-Richard Clough, Academy St, asked why funds are still being carried over for the Library and regional maintenance facility. Manager Ellsworth explained that the figures shown on page 66 of the annual report are from June 30, 2015. The funds have been spent and the accounts have been closed out.

Article 20 passed unanimously as written.

**ARTICLE 21:** Laura Leber made a motion to raise and appropriate \$345,000 from general taxation and other revenue sources for Capital Improvements – Reserves. Tom Chase seconded the motion.

-Richard Clough, Academy St, asked if a site has been picked for the new police station. Manager Ellsworth stated that it has been narrowed down to two. He is currently leaning toward the Town Hall site adjacent to the parking lot.

Article 21 passed unanimously as written.

**ARTICLE 22:** Tom Chase made a motion to raise and appropriate \$24,000 from the Undesignated Fund Balance for Capital Improvements – Special Projects: Vine Street/Route 236. Russ Abell seconded the motion.

-Manager Ellsworth explained that this article represents the additional amount the Town needs to contribute to the project. The cost of the project has increased by about \$300,000, thereby increasing the Town's portion. The feds pay 80%, state pays 10%, and the Town pays 10%.

Article 22 passed unanimously as written.

**ARTICLE 23:** Russ Abell made a motion to apply \$1,204,600 from Excise Taxes, \$767,620 from Non-Tax General Fund Revenues, \$383,250 from State Revenue Sharing, \$22,955 from State Revenue Sharing Residual, \$225,000 from Homestead Exemption Reimbursement, and \$14,000 from BETE Reimbursement, for a total of \$2,617,425 to used toward the 2016/2017 budget appropriations, thereby decreasing the amount to be raised by taxation. John Kareckas seconded the motion.

-Manager Ellsworth explained that the budget is up about \$78,000. He added that over the last five (5) years or so, the Town's tax rate has only increased by a total of \$0.51. He also explained how the homestead exemption works.

-Rep. (House District 2) Bobbi Beavers, Woodland Hills, stated that the public should be contacting the Governor's office with their concerns about how the state is shifting the tax burden onto the municipalities.

Article 23 passed unanimously as written.

**ARTICLE 24:** Mr. Harmon explained that because the preceding articles had been adopted the budget would not exceed the LD1 Tax Levy Limit. [The budget is \$59,000 under the limit]

Mr. Harmon explained that it would be appropriate for a motion and second to adopt the article, BUT, everyone's vote should be no, because we do not need an override.

John Kareckas made a motion to adopt Article 24. John James seconded the motion.

Article 24 failed unanimously.

**ARTICLE 25:** On a motion by John James, seconded by Laura Leber, it was voted to adjourn the meeting at 7:27pm.

Attest:



Barbara Bennett, CCM