

Town Meeting Warrant

To Danielle E. Loring, a Constable in the Town of Minot in the County of Androscoggin.

Greetings:

In the name of the State of Maine you are hereby required to notify and warn the inhabitants of said Town of Minot, qualified by law to vote in town affairs, to meet at the Minot Town Office, in said Town on **Friday, March 4, 2022 at three forty-five o'clock (3:45) in the afternoon, then and there to act upon Article 1 by secret ballot and by secret ballot on Article 2 as set below, the polling hours therefore to be from four o'clock (4) in the afternoon until eight o'clock (8) in the evening.** The Registrar will be in session at the Minot Town Office at three o'clock in the afternoon (3:00pm), of said meeting day for the purpose of correcting the list of voters.

And to notify and warn said inhabitants to meet at the Minot Consolidated School, in said Town on **Saturday, March 5, 2022 at nine (9) o'clock in the morning,** The Registrar will be in session at the Minot Consolidated School, Minot at eight o'clock in the morning (8:00am) on Saturday, March 5, 2022, of said meeting day for the purpose of correcting the list of voters. Said inhabitants to meet then and there to act on Article 3 through the completion of the Warrant as legally posted, to wit:

- Article 1.** To elect by written ballot a **Moderator by Secret Ballot** to preside at said meeting and give him/her power to appoint tellers.
- Article 2.** To elect by secret ballot **two (2) Selectmen** for a term of three (3) years, to elect **two (2) members** of the **Superintending School Committee** for a term of three (3) years and to elect **one (1) member** of the **Superintending School Committee** for a term of one (1) year.
- Article 3.** To hear and act on the **report of the Town Officers and acceptance of the Town Report.**
- Article 4.** To elect one (1) **Assessor** for a **three (3) year term.**
- Article 5.** To see what action the Town will take in regard to setting the **salaries of Selectmen, Assessors, and Overseer of the Poor.** Recommendations are as follows:

| | <u>Amount Requested</u> | <u>Budget Committee Recommends</u> |
|------------------------------|-------------------------|------------------------------------|
| Selectmen | \$1,500.00 each | \$1,500.00 each |
| Chairman of Selectmen | \$ 500.00 | \$ 500.00 |
| Three Assessors | \$ 50.00 each | \$ 50.00 each |
| Chairman of Overseer of Poor | \$ n/a | \$ n/a |

Article 6. To see if the Town will vote to adopt amendments to **Chapter 5: Shoreland Zoning** of the Land Use Code of the Town of Minot as adopted March 4, 2006 and amended through April 17, 2021, by adding the underlined language type as shown and **including relevant changes to the Land Use Control Map** as adopted March 1, 2008 and amended through March 5, 2019.

Proposed ordinance and map changes are appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 6
The Board of Selectmen Recommend Article 6

Article 7. To see if the Town will vote to adopt amendments to **Comprehensive Plan “Route 119 Village”** as adopted March 3, 2006 and amended through November 5, 2019, by adding the underlined language type as shown and **including relevant changes to the Land Use Control Map** as adopted March 1, 2008 and amended through March 2, 2013.

Proposed Comprehensive Plan and map changes are appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 7
The Board of Selectmen Recommend Article 7

Article 8. Adoption of this article is dependent on the adoption of the Comprehensive Plan Article 7. (If the Comprehensive Plan change does not pass, then this would be tabled.)

To see if the Town will vote to adopt removing language from **Chapter 4 Sections: 201.1 – Dimensional Standards, 301.1 Establishment of Districts, 301.4 – District Purposes, 501.1 Buffer Areas, 501.5 Multiplex Housing, 501.13: Village District II Development Standards and Table of Land Uses** of the Land Use Code of the Town of Minot as adopted March 4, 2006 and amended through April 17, 2021 by deleting the strikethrough type as shown.

Proposed ordinance changes are appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 8
The Board of Selectmen Recommend Article 8

Article 9. To see if the Town will vote to adopt amendments to **Chapter 1 Sections: 101.6 – Permits Required, 101.7 – Permit Application, and 101.8 Permit Approval and Expiration** of the Land Use Code of the Town of Minot as adopted March 4, 2006 and amended through April 17, 2021, by adding the underlined language and deleting the strikethrough type as shown.

Proposed ordinance changes are appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 9
The Board of Selectmen Recommend Article 9

Article 10. To see if the Town will vote to adopt amendments to **Chapter 2-301.4: Codes by Reference** of the **Land Use Code of the Town of Minot** as adopted March 4, 2006 and amended through April 17, 2021, by adding the underlined language and deleting the strikethrough type as shown to amend the Table of Land Uses.

Proposed ordinance changes are appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 10
The Board of Selectmen Recommend Article 10

Article 11. To see if the Town will vote to adopt amendments to **Chapter 4 Sections: 101.3 - Applicability, 501.8 – Backlots, 501.10 – Accessory Apartment, 501.15 – Campgrounds, 501.16 – Individual Private Campsite, and 501.17 – Recreational Vehicles** of the Land Use Code of the Town of Minot as adopted March 4, 2006 and amended through April 17, 2021 by adding the underlined language and deleting the strikethrough type as shown.

Proposed ordinance changes are appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 11
The Board of Selectmen Recommend Article 11

Article 12. To see if the Town will vote to adopt amendments to **Chapter 11: E911 Addressing Standards** of the **Land Use Code of the Town of Minot** as adopted March 4, 2006 and amended through April 17, 2021, by adding the underlined language and deleting the strikethrough type as shown to amend the Table of Land Uses.

Proposed ordinance changes are appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 12
The Board of Selectmen Recommend Article 12

Article 13. To see if the Town will vote to adopt amendments to **Chapter 14: Definitions** of the Land Use Code of the Town of Minot as adopted March 4, 2006 and amended through April 14, 2021 by adding the underlined language and deleting the strikethrough type as shown.

Proposed ordinance changes are appended in Town Report immediately following Town Meeting Warrant Articles.

The Planning Board Recommends Article 13
The Board of Selectmen Recommend Article 13

Article 14. To see if the Town of Minot will vote to carry forward the unexpended balances in the following **Reserve Accounts** and to authorize the Selectmen to expend funds from these **Reserve Accounts** for the purposes for which they were established:

- Auditing Services Reserve Account**, balance **\$3,780.00**
- Town Office Equipment Reserve Account**, balance of **\$73.03**
- Highway Capital Equipment Reserve Account**, balance of **\$11,539.84**
- General Assistance Donation (Eda's Elf Fund) Reserve Account**, balance of **\$4,718.16**
- Town Well Reserve Account**, balance of **\$4,558.39**
- Cemetery Reserve Account**, balance of **\$8,654.13**
- Minot Community Events Reserve**, balance of **\$2,862.49**
- Fire Department Apparatus Reserve**, balance of **\$24,558.53**
- Fire Department Grant Reserve**, balance of **\$9,251.45**
- Fire Department Capital Equipment Reserve**, balance of **\$6,275.00**
- IT Reserve**, balance of **\$4,066.80**
- Broadband Reserve**, balance of **\$152,278.76**
- Revaluation Reserve**, balance of **\$150,000.00**

Selectmen recommend to carry forward all balances by a vote of 5 yes 0 no
Budget Committee Recommends to carry forward all balances by a vote of 4 yes 0 no

Article 15. To see if the Town will vote via paper ballot to exceed the **property tax levy limit of \$859,496** established for the Town of Minot by State law in the event that the municipal budget approved under the following articles will result in a tax commitment that is greater than that property tax levy limit.

Article 16. To authorize the Selectmen to appoint and set salaries for any necessary Town Officials that are not elected); and to see what sum the Town will vote to raise and appropriate for **Town Salaries and Benefits**. (**\$364,678.00** in 2021, expended \$326,145.00)

| | | |
|-----------------------------|---------------------|------------------|
| Selectmen Recommend | \$398,165.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$398,165.00 | vote: 4 yes 0 no |

Article 17. To see what sum the Town will vote to raise and appropriate for **Town Office Maintenance and Supplies** (\$29,500.00 in 2021, expended \$26,164.78)

| | | | |
|-----------------------------|--------------------|-------------|------|
| Selectmen Recommend | \$25,550.00 | vote: 5 yes | 0 no |
| Budget Committee Recommends | \$25,550.00 | vote: 4 yes | 0 no |

Article 18. To see what sum the Town will vote to raise and appropriate for **Interdepartment & IT Services** for the ensuing year:

Mileage Reimbursement
Contract services (payroll, tax billing, trash removal...etc.)
Advertising
Deed and Lien services
Annual Software Licensing
Hardware Upgrades
Network Security

(\$29,650.00 in 2021, expended \$24,595.63).

| | | | |
|-----------------------------|--------------------|-------------|------|
| Selectmen Recommend | \$33,250.00 | vote: 5 yes | 0 no |
| Budget Committee Recommends | \$33,250.00 | vote: 4 yes | 0 no |

Article 19. To see what sum the Town will vote to raise and appropriate for **Operating Costs of the Town Garage and Equipment Repair.** (\$80,150.00 in 2021, expended \$62,806.67)

| | | | |
|-----------------------------|--------------------|-------------|------|
| Selectmen Recommend | \$82,250.00 | vote: 5 yes | 0 no |
| Budget Committee Recommends | \$82,250.00 | vote: 4 yes | 0 no |

Article 20. To see if the Town will vote to raise and appropriate an amount not to exceed \$200,000 to replace Highway Department **2008 Sterling Plow Truck** to be financed for a term of three (3) years at a commercially reasonable rate of interest.

| | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|------|
| Selectmen Recommend an amount not to exceed \$200,000 and to be financed for a term of three (3) years at a commercially reasonable rate of interest. | vote: 5 yes | 0 no |
| Budget Committee Recommends the Same | vote: 4 yes | 0 no |

Article 21. To see what sum the Town will vote to raise and appropriate for **Winter Roads** for the ensuing year (\$270,468.00 in 2021, expended \$265,626.28)

| | | | |
|-----------------------------|---------------------|-------------|------|
| Selectmen Recommend | \$287,615.00 | vote: 5 yes | 0 no |
| Budget Committee Recommends | \$287,615.00 | vote: 4 yes | 0 no |

Article 22. To see what sum the Town will vote to raise and appropriate for the **Maintenance of Common Roads, Culverts, Bridges and Bushes** for the ensuing year. (\$271,710.00 in 2021, expended \$267,407.68)

| | | |
|-----------------------------|---------------------|------------------|
| Selectmen Recommend | \$257,710.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$257,710.00 | vote: 4 yes 0 no |

Article 23. To see what sum the Town will vote to raise and appropriate for the **Minot Municipal Fire Department including the Rescue Division** for the ensuing year (\$81,710.00 in 2021, expended \$63,651.47)

| | | |
|-----------------------------|---------------------|------------------|
| Selectmen Recommend | \$126,685.00 | vote: 4 yes 0 no |
| Budget Committee Recommends | \$126,685.00 | vote: 4 yes 0 no |

Article 24. To see what sum the Town will vote to raise and appropriate for **Principal Payments and Interest.** (\$175,524 in principal and interest in 2021, expended \$175,521.74)

| | | |
|-------------------------------------------|------------|--------------|
| Paving Bond (2 of 3): | Principal: | \$330,648.00 |
| | Interest: | \$ 11,204.00 |
| Refinanced Engine 8 Fire Pumper: (2 of 2) | | \$121,882.00 |
| | Interest: | \$ 2,064.00 |

| | | |
|-----------------------------|---------------------|------------------|
| Selectmen Recommend | \$465,798.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$465,798.00 | vote: 4 yes 0 no |

Article 25. To see what sum the Town will vote to raise and appropriate for **Contract Assessing & GIS Services.** (\$22,500.00 in 2021, expended \$21,500.00)

| | | |
|-----------------------------|--------------------|------------------|
| Selectmen Recommend | \$22,500.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$22,500.00 | vote: 4 yes 0 no |

Article 26. To see what sum the Town will vote to raise and appropriate for the **Code Enforcement and Planning** for the ensuing year. (\$31,550.00 in 2021, expended \$31,705.47)

| | | |
|-----------------------------|--------------------|------------------|
| Selectmen Recommend | \$44,684.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$44,684.00 | vote: 4 yes 0 no |

Article 27. To see what sum the Town will vote to raise and appropriate for the **Annual Audit** of the Town books and officer's accounts. (\$8,650.00 in 2021, expended \$4,870.00)

| | | |
|-----------------------------|-------------------|------------------|
| Selectmen Recommend | \$8,650.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$8,650.00 | vote: 4 yes 0 no |

Article 28. To see what sum the Town will vote to raise and appropriate for **Legal Fees** for the ensuing year. (\$10,000.00 in 2021, expended \$9,475.38)

| | | |
|-----------------------------|--------------------|------------------|
| Selectmen Recommend | \$10,000.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$10,000.00 | vote: 4 yes 0 no |

Article 29. To see what sum the Town will vote to raise and appropriate for the **County Tax** set by Androscoggin County. (**\$287,400.00** in 2021, Expended **\$287,400.00**)

| | | |
|-----------------------------|---------------------|------------------|
| Selectmen Recommend | \$312,815.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$312,815.00 | vote: 4 yes 0 no |

Article 30. To see what sum the Town will vote to raise and appropriate for **Solid Waste Disposal & Contract Services**. (Raised \$58,600 in 2021, expended \$53,733.04)

| | | |
|-----------------------------|--------------------|------------------|
| Selectmen Recommend | \$60,600.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$60,600.00 | vote: 4 yes 0 no |

Article 31. To see what sum the Town will vote to raise and appropriate for **Street Lights**. (\$3,400.00 in 2021, expended \$2,316.12)

| | | |
|-----------------------------|-------------------|------------------|
| Selectmen Recommend | \$2,600.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$2,600.00 | vote: 4 yes 0 no |

Article 32. To see what sum the Town will vote to raise and appropriate for **Municipal Organizations and Contracts**. (**\$18,767.00** in 2021, expended \$18,498.35)

| | |
|----------------------------------------------------|---------|
| Maine Municipal Association (MMA) | \$3,575 |
| Androscoggin Valley Council of Governments (AVCOG) | \$3,803 |
| Greater Androscoggin Humane Society (GAHS) | \$3,598 |
| TRIO | \$8,721 |

| | | |
|-----------------------------|--------------------|------------------|
| Selectmen Recommend | \$19,697.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$19,697.00 | vote: 4 yes 0 no |

Article 33. To see what sum the Town will vote to raise and appropriate for the support of the **Minot Conservation Committee.** (\$100.00 in 2021, expended \$0.00)

| | | |
|-----------------------------|-----------------|------------------|
| Selectmen Recommend | \$100.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$100.00 | vote: 4 yes 0 no |

Article 34. To see what sum the Town will vote to raise and appropriate for **Town Insurance.** (\$43,010.00 in 2021, expended \$45,127.06)

| | | |
|-----------------------------|--------------------|------------------|
| Selectmen Recommend | \$49,878.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$49,878.00 | vote: 4 yes 0 no |

Article 35. To see what sum the Town will vote to raise and appropriate for **Library Services** with the Auburn Public Library. (\$22,000.00 in 2021, expended \$22,000.00)

| | | |
|-----------------------------|--------------------|------------------|
| Selectmen Recommend | \$22,000.00 | vote: 4 yes 0 no |
| Budget Committee Recommends | \$22,000.00 | vote: 4 yes 0 no |

Article 36. To see what sum the Town will vote to raise and appropriate for the **Animal Control Officer.** (\$3,850 in 2021, expended \$)

| | | |
|-----------------------------|-------------------|------------------|
| Selectmen Recommend | \$3,850.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$3,850.00 | vote: 4 yes 0 no |

Article 37. To see what sum the Town will vote to raise and appropriate for **General Assistance** (Health and Welfare). (Raised \$2,000.00 in 2021, expended \$3,639.54)

| | | |
|-----------------------------|-------------------|------------------|
| Selectmen Recommend | \$2,000.00 | vote: 5 yes 0 no |
| Budget Committee Recommends | \$2,000.00 | vote: 4 yes 0 no |

Article 38. To see what action the Town wishes to take regarding the **cable franchise agreement fees** received annually from the Charter/Spectrum. Selectmen request **2022 revenues** be used for the purposes of broadband expansion. (**\$18,400.16** in 2021)

Selectmen Recommend designating **the 2022 cable franchise agreement fees for broadband expansion**

vote: 5 yes 0 no

Budget Committee Recommends **the 2022 cable franchise agreement fees for broadband expansion**

vote: 4 yes 0 no

Article 39. To see what action the Town wishes to take regarding the **snowmobile registration refund** received annually from the Maine Department of Inland Fisheries and Wildlife. (Minot Moonshiners request **2021 snowmobile registration reimbursement** be donated to their club for trail maintenance. (\$1,582.18 in 2022)

Selectmen Recommend the donation of **the 2022 snowmobile registration reimbursement to the Minot Moonshiners for trail maintenance** vote: 5 yes 0 no

Budget Committee Recommends **“Same”** vote: 4 yes 0 no

Article 40. To see what sum the Town will vote to raise and appropriate for **Elections and Annual Town Meeting.** (\$7,000.00 in 2021, expended \$5,570.86)

Selectmen Recommend **\$7,000.00** vote: 5 yes 0 no

Budget Committee Recommends **\$7,000.00** vote: 4 yes 0 no

Article 41. To see what sum the Town will vote to raise and appropriate for the funding care and maintenance of **Minot’s Cemeteries.** (Raised **\$3,350.00** in 2021, expended \$3,993.37)

Selectmen Recommend **\$5,000.00** vote: 5 yes 0 no

Budget Committee Recommends **\$5,000.00** vote: 4 yes 0 no

Article 42. To see what sum the Town will vote to raise and appropriate for the funding **Recreational Field Maintenance.** (Raised \$5000 in 2021, expended \$3,440.00)

Selectmen Recommend **\$5,000.00** vote: 5 yes 0 no

Budget Committee Recommends **\$5,000.00** vote: 4 yes 0 no

Article 43. To see what sum the Town will vote to raise and appropriate to be donated to **Charitable Organizations.** (\$0.00 raised in 2021)

Requests:

Androscoggin Home Healthcare & Hospice

SafeVoices

Seniors Plus \$ 500

LifeFlight \$ 650

Maine Public \$ 100

Community Concepts \$2000

Community Health and Counseling Services \$ 50

TOTAL: \$3300

Selectmen make no recommendation vote: 5 yes 0 no

Budget Committee Recommends **\$0.00** vote: 4 yes 0 no

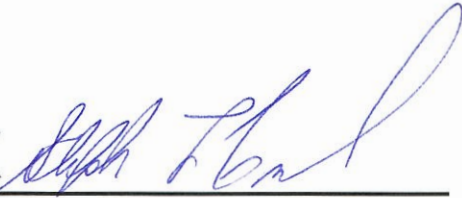
- Article 44.** Shall the Town vote to accept the **categories of funds** listed here as provided by the Maine State Legislature (Categories), and further authorize the Town to expend any such funds (Selectmen so recommend): American Rescue Plan Act (ARPA) Funds; Municipal Revenue Sharing; Local Roads Assistance Program; State Aid to Education; Public Library Aid Per Capita; Civil Emergency (FEMA) Funds; Snowmobile Registration Money; Tree Growth Reimbursement; General Assistance Reimbursement; Veteran's Exemption and Homestead Exemption Reimbursement; and State and Federal Grants or other funds.
- Article 45.** To see what action the Town wishes to take to establish a **due date for payment for the 2022 property taxes** and to set the interest rate applied to delinquent accounts.
- Selectmen and Budget Committee Recommends **December 12, 2022**, with interest charged thereafter at the State maximum rate of 4.0%
- Article 46.** To see what action the Town wishes to take to establish an **overpayment interest rate**.
- Selectmen recommend a rate 4 percentage points less than the delinquent rate as allowed by State law for overpayments resulting from abatements not pre-payment of taxes.
- Article 47.** To see if the Town will vote to give the **Selectmen the authority** to use whatever sum they deem advisable from surplus to **lower the 2022 tax rate**. (Selectmen so recommend).
- Article 48.** To see if the Town will give the **Selectmen the authority to estimate the Excise Tax Revenue** and use the same to **lower the 2022 tax rate** (Selectmen so recommend).
- Article 49.** To see if the Town will vote to authorize the Selectmen to **spend an amount not to exceed 25% of the budgeted amount in each category of the 2022 annual budget** during the period of **January 1, 2023 through the 2023 Annual Town Meeting**.
- Article 50.** To see what action the Town wishes to take regarding authorizing the **Tax Collector to collect interest and costs** before applying funds to the principal of the oldest outstanding tax assessment. (Selectmen so recommend).
- Article 51.** To see if the Town will vote to authorize the **Selectmen to overdraft accounts with uncontrollable expenditures** when necessary and such overdraft will come out of the Undesignated Fund Balance.

Article 52. To see if the Town will vote **to authorize the Town Treasurer**, with approval of the **Selectmen, to sell and dispose of any real estate acquired by the Town** for non-payment of taxes thereon, on such terms as they deem advisable and in the best interest of the Town and execute quitclaim deeds without covenant for any such property. Except that the Selectmen shall use the special sale process required by Title 36 MRS § 943-C for qualifying homestead property if they choose to sell it to anyone other than the former owner(s).


Article 53. To see if the Town will vote **to authorize the Selectmen to procure a temporary loan or loans** in anticipation of taxes, for the purpose of paying obligations of the Town, such loan or loans to be paid during the ensuing year out of money raised during the ensuing year by taxes.

Article 54. To see if the Town will vote to authorize the **Selectmen and Town Treasurer** to sell and assign **unmatured tax liens** for not less than the unpaid interest and costs.

To transact any business that may legally come before this meeting.

X 

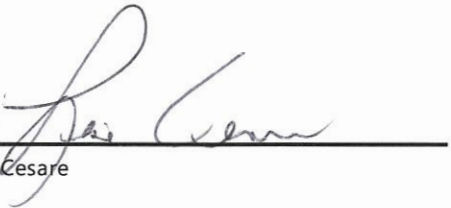
Steve French, Chairman

X 

Daniel W. Gilpatric, Vice Chairman

X 

Matthew Callahan

X 

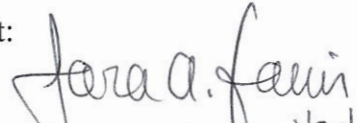
Lisa Cesare

X 

Brittany Hemond

A true copy of the Warrant

Attest:



Sara Farris, Town Clerk
Town of Minot

1/24/2022



CONSTABLE'S RETURN

County of Androscoggin, ss

By virtue of the within warrant to me directed, I have warned and notified the inhabitants of the Town of Minot to assemble at the time and place and for the purpose therein named, by having posted attested copies of the Warrant at the Minot Town Office, Minot Post Office and the Minot Consolidated School, the same being public and conspicuous places within the said Town of Minot the 24th day of February in the year of our Lord two thousand and twenty-two, the same being at least seven days before the appointed time for said meeting.

Dated at Minot this 24th day of February, two thousand and twenty-two.

Attest: Jana A. Lewis 1/24/2022

X Danielle Loring
Danielle E. Loring, Constable