

Town Warrant

Town Warrant Articles

Ordinance Change Appendices

**Secret Ballot Election and Town Meeting Warrant
Friday, March 6, 2020 and Saturday, March 7, 2020**

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 6, 2019 at three forty-five o'clock (3:45) in the afternoon, then and there to act upon Article 1 and by secret ballot on Article 2 and 3 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.**

And to notify and warn said inhabitants to meet at the Minot Consolidated School, in said Town on **Saturday, March 7, 2020 at eleven (11) o'clock in the morning**, then and there to act on Article 4 through the completion of the Warrant as legally posted, to wit:

- Article 1. To choose a **Moderator** to preside at said meeting and give him/her power to appoint tellers.
- Article 2. To elect **one (1) Selectman** for a term of three (3) years, to elect **one (1) member** 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 vote on the Local Liquor Option Referendum question, **“Shall Minot authorize the State to issue licenses for the sale of liquor to be consumed on the premises of licensed establishments on Sunday”**.
- Article 4. To hear and act on the **report of the Town Officers**.
- Article 5. To elect one **Assessor** for a **three-year term**.
- Article 6. 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	\$1,500.00	\$1,500.00
Three Assessors	\$100.00 each	\$ 100.00 each
Chairman of Overseer of Poor	\$ n/a	\$ n/a

- Article 7. To see if the Town will vote to amend the **Cemetery Ordinance of the Town of Minot** as adopted March 6, 2010, 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 Cemetery Committee Recommends Article 7
The Board of Selectmen Recommend Article 7

Article 8. To see if the Town will vote to adopt amendments to the **Fire Department Ordinance of the Town of Minot** as adopted March 6, 1999 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 Fire Department Recommends Article 8
The Board of Selectmen Recommend Article 8

Article 9. Shall an ordinance entitled “**Maine Uniform Building Code (MUBC)**”, as adopted on January 23, 2018 by the Maine Department of Public Safety’s Building Codes and Standards Board, be adopted by reference, as authorized by 10 M.R.S.A., section 9724 (1-A) and 30-A M.R.S.A., section 3003? Upon adoption, MUBC shall be effective retroactive to September 19, 2019.

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. Shall an ordinance entitled “**Maine Uniform Energy Code (MUEC)**”, as adopted on January 23, 2018 by the Maine Department of Public Safety’s Building Codes and Standards Board, be adopted by reference, as authorized by 10 M.R.S.A., section 9724 (1-A) and 30-A M.R.S.A., section 3003? Upon adoption, MUEC shall be effective retroactive to September 19, 2019.

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

The Planning Board is taking a neutral stance on Article 10
The Board of Selectmen makes no recommendation on Article 10

Article 11. 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:

- Town Office Equipment Reserve Account**, balance of **\$762.03**
- Highway Capital Equipment Reserve Account**, balance of **\$15,801.53**
- General Assistance Donation Reserve Account**, balance of **\$7,106.04**
- Town Well Reserve Account**, balance of **\$4,153.44**
- Cemetery Reserve Account**, balance of **\$3,794.20**
- Minot Community Events Reserve**, balance of **\$855.34**
- Fire Department Apparatus Reserve**, balance of **\$6,500**
- Fire Department Grant Reserve**, balance of **\$10,000**
- Fire Department Capital Equipment Reserve**, balance of **\$6,500**
- IT Reserve**, balance of **\$1,899.75**

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 5 yes 0 no

Article 12. To see if the Town will vote to exceed the **property tax levy limit of \$970,840** 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 13. To authorize the Selectmen to appoint and set salaries for any necessary Town Officials that are not elected (Budget Committee so recommends); and to see what sum the Town will vote to raise and appropriate for **Town Salaries and Benefits**. (\$324,393.00 in 2019, expended \$309,221.08)

Selectmen Recommend	\$346,234.00	vote: 5 yes 0 no
Budget Committee Recommends	\$346,234.00	vote: 5 yes 0 no

Article 14. To see what sum the Town will vote to raise and appropriate for **Town Office Maintenance and Supplies** (\$30,000 in 2019, expended \$30,959.08)

Selectmen Recommend	\$29,500.00	vote: 5 yes 0 no
Budget Committee Recommends	\$29,500.00	vote: 4 yes 1 no

Article 15. 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

(\$21,500 in 2019, expended \$21,474.75).

Selectmen Recommend	\$28,750.00	vote: 5 yes 0 no
Budget Committee Recommends	\$28,750.00	vote: 5 yes 0 no

Article 16. To see what sum the Town will vote to raise and appropriate for **Paving and Patching Roads** for the ensuing year (\$318,080.00 in 2019, expended \$267,057.46)

Selectmen Recommend to appropriate a total of \$271,680.00, raise \$206,956.00 and use \$64,724.00 from LRAP	vote: 5 yes 0 no
Budget Committee Recommends the “same”	vote: 5 yes 0 no

Article 17. To see what sum the Town will vote to raise and appropriate for **Operating Costs of the Town Garage and Equipment Repair**. (\$78,900.00 in 2019, expended \$68,406.98)

Selectmen Recommend	\$80,080.00	vote: 5 yes 0 no
Budget Committee Recommends	\$80,080.00	vote: 5 yes 0 no

Article 18. To see what sum the Town will vote to raise and appropriate for **Winter Roads** for the ensuing year (\$244,720.00 in 2019, expended \$335,049.35)

Selectmen Recommend	\$270,468.00	vote: 5 yes 0 no
Budget Committee Recommends	\$270,468.00	vote: 5 yes 0 no

Article 19. 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. (\$216,600.00 in 2019, expended \$253,399.82)

Selectmen Recommend	\$243,510.00	vote: 5 yes 0 no
Budget Committee Recommends	\$243,510.00	vote: 5 yes 0 no

Article 20. To see what sum the Town will vote to raise and appropriate funds for the **Replacement of the half-ton pick-up for the Highway Department**. Amount requested is not to exceed **\$35,000.00**.

Selectmen Recommend	Not to Exceed \$35,000.00	vote: 5 yes 0 no
Budget Committee Recommends	Not to Exceed \$35,000.00	vote: 5 yes 0 no

Article 21. To see what sum the Town will vote to raise and appropriate funds to purchase a **Backhoe**. Amount requested is not to exceed **\$120,000.00** and financed up to three (3) years at a reasonable rate of interest.

Selectmen Recommend	Not to Exceed \$120,000 up to 3 years financing	vote: 3 yes 1 no 1 abstain
Budget Committee Recommends	Not to Exceed \$120,000 up to 3 years financing	vote: 5 yes 0 no

Article 22. 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 (\$97,135.00 in 2019, expended \$73,483.64)

Selectmen Recommend	\$97,000.00	vote: 5 yes 0 no
Budget Committee Recommends	\$97,000.00	vote: 5 yes 0 no

Article 23. To see what sum the Town will vote to raise and appropriate for **Principle Payments and Interest**. (\$95,560.33 in principle and \$4,439.67 in interest for a total of \$100,000 in 2019, expended \$100,000)

Engine 8 Fire Pumper:	Principal:	\$85,829
	Interest:	\$14,171

Selectmen Recommend	\$100,000	vote: 5 yes 0 no
Budget Committee Recommends	\$100,000	vote: 5 yes 0 no

Article 24. To see what sum the Town will vote to raise and appropriate for **Contract Assessing & GIS Services**. (\$27,000.00 in 2019, expended \$27,000.00)

Selectmen Recommend	\$23,000.00	vote: 5 yes 0 no
Budget Committee Recommends	\$23,000.00	vote: 5 yes 0 no

Article 25. To see what sum the Town will vote to raise and appropriate for the **Code Enforcement and Planning** for the ensuing year. (\$20,622 in 2019, expended \$19,161.92)

Selectmen Recommend	\$29,350.00	vote: 5 yes 0 no
Budget Committee Recommends	\$29,350.00	vote: 5 yes 0 no

Article 26. 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 2019, expended \$7,545.00)

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

Article 27. To see what sum the Town will vote to raise and appropriate for **Legal Fees** for the ensuing year. (\$3,000.00 in 2019, expended \$4,778.00)

Selectmen Recommend	\$5,000.00	vote: 5 yes 0 no
Budget Committee Recommends	\$5,000.00	vote: 5 yes 0 no

Article 28. To see what sum the Town will vote to raise and appropriate for the **County Tax** set by Androscoggin County. (\$245,926 in 2019, Expended \$245,925.62)

Selectmen Recommend	\$273,750.00	vote: 5 yes 0 no
Budget Committee Recommends	\$273,750.00	vote: 5 yes 0 no

Article 29. To see what sum the Town will vote to raise and appropriate for **Solid Waste Disposal & Contract Services**. (Raised \$55,175.00 in 2019, expended \$51,729.41)

Selectmen Recommend	\$56,600.00	vote: 5 yes 0 no
Budget Committee Recommends	\$56,600.00	vote: 5 yes 0 no

Article 30. To see what sum the Town will vote to raise and appropriate for **Street Lights**. (\$3,400.00 in 2019, expended \$3,152.29)

Selectmen Recommend	\$3,400.00	vote: 5 yes 0 no
Budget Committee Recommends	\$3,400.00	vote: 5 yes 0 no

Article 31. To see what sum the Town will vote to raise and appropriate for **Municipal Organizations and Contracts.** (\$17,275.00 in 2019, expended \$18,379.26)

Maine Municipal Association (MMA)	\$ 3,331
Androscoggin Valley Council of Governments (AVCOG)	\$ 3,377
Greater Androscoggin Humane Society (GAHS)	\$ 3,598
TRIO	\$10,400

Selectmen Recommend	\$20,706.00	vote: 5 yes 0 no
Budget Committee Recommends	\$20,706.00	vote: 5 yes 0 no

Article 32. To see what sum the Town will vote to raise and appropriate for the support of the **Minot Conservation Committee.** (\$100.00 in 2019, expended \$0.00)

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

Article 33. To see what sum the Town will vote to raise and appropriate for **Town Insurance.** (\$41,743.00 in 2019, expended \$38,896.00)

Selectmen Recommend	\$42,065.00	vote: 5 yes 0 no
Budget Committee Recommends	\$42,065.00	vote: 5 yes 0 no

Article 34. To see what sum the Town will vote to raise and appropriate for **Library Services** with the Auburn Public Library. (\$22,000.00 in 2019, expended \$22,000.00)

Selectmen Recommend	\$22,000.00	vote: 5 yes 0 no
Budget Committee Recommends	\$22,000.00	vote: 4 yes 1 no

Article 35. To see what sum the Town will vote to raise and appropriate for **textbooks** to be loaned to Minot students attending non-public schools and home schooled students in Minot during the ensuing school year in accordance with Title 30-A M.R.S.A. Chapter 223 Section 5724(6). (\$2,000.00 in 2019, expended \$2,000.00)

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

Article 36. To see what sum the Town will vote to raise and appropriate for the **Animal Control Officer.** (\$3,450 in 2019, expended \$3,894.77)

Selectmen Recommend	\$3,650.00	vote: 5 yes 0 no
Budget Committee Recommends	\$3,650.00	vote: 5 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 2019, expended \$1,406.40)

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

Article 38. To see if the Town wishes to appropriate **\$75,000** from the Undesignated Fund Balance to a **Revaluation Reserve**

Selectmen Recommend	\$75,000	vote: 5 yes 0 no
Budget Committee Recommends	\$75,000	vote: 5 yes 0 no

Article 39. To see what action the Town wishes to take regarding the **cable franchise agreement fees** received annually from the Charter/Spectrum. Selectmen request **2020 revenues** be used for the purposes of broadband expansion. (\$18,121.61 in 2019)

Selectmen Recommend designating **the 2020 cable franchise agreement fees for broadband expansion and to carry forward the 2019 balance of \$5,621.61 for the same**

vote: 4 yes 0 no

Budget Committee Recommends **the 2020 cable franchise agreement fees for broadband expansion**

vote: 4 yes 1 no

Article 40. 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 **2019 snowmobile registration reimbursement** be donated to their club for trail maintenance. (\$1,476.26 in 2019) *Amount received in 2020 is \$1,668.24*

Selectmen Recommend the donation of **the 2020 snowmobile registration reimbursement of \$1,668.24 to the Minot Moonshiners for trail maintenance**

vote: 5 yes 0 no

Budget Committee Recommends **Same**

vote: 5 yes 0 no

Article 41. To see what sum the Town will vote to raise and appropriate for **Elections and Annual Town Meeting**. (\$4345 in 2019, expended \$4,048.04)

Selectmen Recommend	\$8,510.00	vote: 5 yes 0 no
Budget Committee Recommends	\$8,510.00	vote: 5 yes 0 no

Article 42. To see what sum the Town will vote to raise and appropriate for the funding of the **Minot Community Events**. (Raised \$2,500.00 in 2019, expended \$1,644.66)

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

Article 43. To see what sum the Town will vote to raise and appropriate for the funding care and maintenance of **Minot's Cemeteries**. (Raised \$5,257.08 in 2019, expended \$4,162.88)

Selectmen Recommend	\$5,000.00	vote: 5 yes 0 no
Budget Committee Recommends	\$5,000.00	vote: 5 yes 0 no

Article 44. To see what sum the Town will vote to raise and appropriate for the funding **Recreational Field Maintenance**. (Raised \$4,665.19 in 2019, expended \$4,635.86)

Selectmen Recommend	\$5,000.00	vote: 5 yes 0 no
Budget Committee Recommends	\$5,000.00	vote: 5 yes 0 no

Article 45. To see what sum the Town will vote to raise and appropriate to be donated to **Charitable Organizations**. (\$0.00 raised in 2019)

American Red Cross	\$ 500
MainePublic	\$ 100
Safe Voices	\$1,000
SeniorsPlus	\$ 500
Androscoggin Headstart	\$ 100
Lifelight Foundation	<u>\$ 650</u>
Total	\$2,850

Selectmen make no Recommendation	vote: 5 yes 0 no
Budget Committee Recommends \$0.00	vote: 5 yes 0 no

Article 46. 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): 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 47. To see what action the Town wishes to take to establish a **due date for payment for the 2020 property taxes** and to set the interest rate applied to delinquent accounts.

Selectmen and Budget Committee Recommends **December 14, 2020** with interest charged thereafter at the State maximum rate of 9.0%

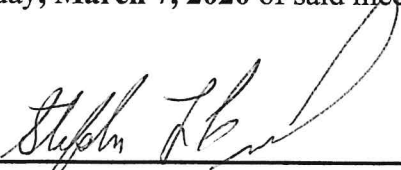
Article 48. To see what action the Town wishes to take to establish an **overpayment interest rate**.

Selectmen recommend a rate 4 percentage points less than the delinquent rate as allowed by State law.

- Article 49. 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 2020 tax rate.** (Selectmen so recommend).
- Article 50. To see if the Town will give the **Selectmen** the authority to **estimate the Excise Tax Revenue** and use the same to **lower the 2020 tax rate** (Selectmen so recommend).
- Article 51. 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 2021 annual budget** during the period of **January 1, 2021 through the 2021 Annual Town Meeting.**
- Article 52. 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 53. 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 54. 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 55. 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 56. 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.

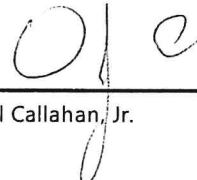
The Registrar will be in session at the Minot Town Office, Minot at three o'clock in the afternoon (3pm) on Friday, **March 6, 2020** and at the Minot Consolidated School, Minot at ten o'clock in the morning (10am) on Saturday, **March 7, 2020** of said meeting day for the purpose of correcting the list of voters.

X 


Steve French, Chairman

X 

Daniel W. Gilpatric, Vice Chairman

X 

Daniel Callahan, Jr.

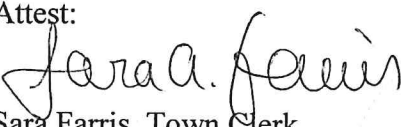
X 

Lisa Cesare

X 

Brittany Hemond

A true copy of the Warrant

Attest:

Sara Farris, Town Clerk
Town of Minot
2/10/2020

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 11th. day of February in the year of our Lord two thousand and nineteen, the same being at least seven days before the appointed time for said meeting.

Dated at Minot this 10th day of February, two thousand and twenty.

Attest: 
Danielle E. Loring, Constable