

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 1, 2024 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 2, 2024 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 2, 2024, 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 and to elect **two (2) members** of the **Superintending School Committee** for a term of three (3) years.
- 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 2: Building Standards** of the Land Use Code of the Town of Minot as adopted March 4, 2006 and amended through March 4, 2023, 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 6
 The Board of Selectmen Recommend Article 6

Article 7. To see if the Town will vote to adopt amendments to **Chapter 4, Section 501.10: Accessory Dwelling Units** of the Land Use Code of the Town of Minot as adopted March 3, 2006 and amended through March 4, 2023, by adding the underlined language and deleting the strikethrough type as shown.

Proposed ordinance change is 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. To see if the Town will vote to adopt amendments to **Chapter 4, Section 601: Change of Use** of the Land Use Code of the Town of Minot as adopted March 3, 2006 and amended through March 4, 2023, by adding the underlined language type as shown.

Proposed ordinance change is 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 **Cemetery Ordinance** of Minot as adopted March 6, 2010 and amended through March 9, 2020, by adding the underlined language type as shown.

Proposed ordinance change is appended in Town Report immediately following Town Meeting Warrant Articles.

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

Article 10. 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 **\$73.03**
Highway Capital Equipment Reserve Account, balance of **\$23,575.80**
General Assistance Donation (Eda's Elf Fund) Reserve Account, balance of **\$8,160.59**
Town Well Reserve Account, balance of **\$4,147.69**
Cemetery Reserve Account, balance of **\$11,006.74**
Minot Community Events Reserve, balance of **\$694.45**
Fire Department Apparatus Reserve, balance of **\$520.58**
Fire Department Grant Reserve, balance of **\$7,077.92**
Fire Department Capital Equipment Reserve, balance of **\$4,531.39**
Conservation Committee Reserve, balance of **\$100.00**
Broadband Reserve, balance of **\$17,130.02**
Recreational Field Maintenance Reserve, balance of **\$3,143.00**

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

Article 11. To see if the Town will vote to establish a **Minot Consolidated School Reserve** account in the amount of **\$100,000 fund from the Undesignated Fund Balance**. The purpose of the account would be to fund legal fees, operational costs, or contract for consultants in the event that the Regional School Unit (RSU) Board of Directors (otherwise known as School Board Members) votes to close the building.

Selectmen Recommend **creating a Minot Consolidated School (MCS) Reserve in the amount of \$100,000 funded from the Undesignated Fund Balance** by a vote of 4 yes 0 no

Budget Committee Recommends **creating a Minot Consolidated School (MCS) Reserve in the amount of \$100,000 funded from the Undesignated Fund Balance** by a vote of 4 yes 0 no

Article 12. To see if the Town will vote via paper ballot to exceed the **property tax levy limit of \$1,479,239** 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); and to see what sum the Town will vote to raise and appropriate for **Town Salaries and Benefits.** (\$413,286.00 in 2023, expended \$376,233.51)

Selectmen Recommend	\$420,535.00	vote: 4 yes	0 no
Budget Committee Recommends	\$420,535.00	vote: 4 yes	0 no

Article 14. To see what sum the Town will vote to raise and appropriate for **Town Office Maintenance and Supplies** (\$34,050.00 in 2023, expended \$31,662.34)

Selectmen Recommend	\$35,000.00	vote: 4 yes	0 no
Budget Committee Recommends	\$35,000.00	vote: 4 yes	0 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

(\$52,692.00 in 2023(includes carryforward), expended \$57,609.14)

Selectmen Recommend	\$39,800.00	vote: 4 yes	0 no
Budget Committee Recommends	\$39,800.00	vote: 4 yes	0 no

Article 16. To see what sum the Town will vote to raise and appropriate for **Operating Costs of the Town Garage and Equipment Repair.** (\$93,400.00 in 2023, expended \$95,215.06)

Selectmen Recommend	\$102,950.00	vote: 4 yes	0 no
Budget Committee Recommends	\$102,950.00	vote: 4 yes	0 no

Article 17. To see what sum the Town will vote to raise and appropriate for **Paving and Patching Roads** for the ensuing year (\$0.00 in 2023)

Selectmen Recommends to appropriate a total of **\$410,000, raise \$335,756 and use \$74,224 from LRAP** vote: 4 yes 0 no

Budget Committee Recommends to appropriate a total of **\$410,000, raise \$335,756 and use \$74,224 from LRAP** vote: 4 yes 0 no

Article 18. To see if the Town will vote to raise an amount not to exceed **\$250,000** to replace Highway Department **2012 Peterbilt Plow Truck**

Selectmen Recommend that the new plow truck be financed for a term of **three (3) years at a commercially reasonable rate of interest and to appropriate an amount not to exceed 90,000 for initial payment in 2024.** vote: 4 yes 0 no

Budget Committee Recommends that the new plow truck be financed for a term of **four (4) years at a commercially reasonable rate of interest and to appropriate an amount not to exceed 70,000 for initial payment in 2024.** vote: 4 yes 0 no

Article 19. To see if the Town will vote to raise an amount estimated to be \$65,000 to replace Highway Department **2020 Dodge RAM Pick-Up Truck.**

Selectmen Recommend **using the existing truck as a trade (\$30,000), \$25,000 from the Highway Equipment Reserve, and appropriating an amount not to exceed \$10,000 for the ¾ ton pick up truck purchase.** vote: 4 yes 0 no

Budget Committee Recommends **using the existing truck as a trade (\$30,000), \$25,000 from the Highway Equipment Reserve, and appropriating an amount not to exceed \$10,000 for the ¾ ton pick up truck purchase.** vote: 4 yes 0 no

Article 20. To see what sum the Town will vote to raise and appropriate for **Winter Roads** for the ensuing year (\$345,000.00 in 2023, expended \$302,494.17)

Selectmen Recommend **\$381,100.00** vote: 4 yes 0 no
Budget Committee Recommends **\$381,100.00** vote: 4 yes 0 no

Article 21. 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. (\$255,500.00 in 2023, expended \$230,721.80)

Selectmen Recommend **\$288,200.00** vote: 4 yes 0 no
Budget Committee Recommends **\$288,200.00** vote: 4 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 (\$87,441.00 in 2023, expended \$121,380.26)

Selectmen Recommend	\$135,739.00	vote: 4 yes 0 no
Budget Committee Recommends	\$135,739.00	vote: 4 yes 0 no

Article 23. To see what sum the Town will vote to raise and appropriate to create the new position of **Full-time Fire Chief** for the ensuing year.

Selectmen Recommend **appropriating funds to create a new Full-time Fire Chief position and to raise \$79,090.00 for salary and benefits** vote: 4 yes 0 no

Budget Committee Recommends **appropriating funds to create a new Full-time Fire Chief position and to raise \$79,090.00 for salary and benefits** vote: 3 yes 1 no

Article 24. To see what sum the Town will vote to raise and appropriate for **Principal Payments and Interest.** (\$341,851.00 in principal and interest in 2023, expended \$341,513.09)

2023 Plow Truck (2 of 2):	Principal:	\$43,928.41
	Interest:	\$ 2,434.24

Selectmen Recommend	\$46,363.00	vote: 4 yes 0 no
Budget Committee Recommends	\$46,363.00	vote: 4 yes 0 no

Article 25. To see what sum the Town will vote to raise and appropriate for **Contract Assessing & GIS Services.** (\$25,500.00 in 2023 (includes carryforward), expended \$25,500.00)

Selectmen Recommend	\$27,400.00	vote: 4 yes 0 no
Budget Committee Recommends	\$27,400.00	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. (\$56,150.00 in 2023, expended \$38,781.53)

Selectmen Recommend	\$57,100.00	vote: 4 yes 0 no
Budget Committee Recommends	\$57,100.00	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 2023, expended \$8,210.00)

Selectmen Recommend	\$8,650.00	vote: 4 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 2023, expended \$24,957.96)

Selectmen Recommend	\$10,000.00	vote: 4 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. (\$309,396.00 in 2023, expended \$309,396.00)

Selectmen Recommend	\$344,729.00	vote: 5 yes 0 no
Budget Committee Recommends	\$344,729.00	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.** (62,600.00 in 2023, expended \$44,847.63)

Selectmen Recommend	\$65,100.00	vote: 4 yes 0 no
Budget Committee Recommends	\$65,100.00	vote: 4 yes 0 no

Article 31. To see what sum the Town will vote to raise and appropriate for **Street Lights.** (\$3,000.00 in 2023, expended \$2,857.56)

Selectmen Recommend	\$3,000.00	vote: 4 yes 0 no
Budget Committee Recommends	\$3,000.00	vote: 4 yes 0 no

Article 32. To see what sum the Town will vote to raise and appropriate for **Municipal Organizations and Contracts.** (\$20,887.00 in 2023, expended \$20,862.50)

Maine Municipal Association (MMA)	\$ 4,000
Androscoggin Valley Council of Governments (AVCOG)	\$ 4,200
Greater Androscoggin Humane Society (GAHS)	\$ 3,928
TRIO	\$10,020

Selectmen Recommend	\$22,148.00	vote: 4 yes 0 no
Budget Committee Recommends	\$22,148.00	vote: 4 yes 0 no

Article 33. To see what sum the Town will vote to raise and appropriate for **Town Insurance.** (\$53,550.00 in 2023, expended \$49,263.00)

Selectmen Recommend	\$57,950.00	vote: 4 yes 0 no
Budget Committee Recommends	\$57,950.00	vote: 4 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 2023, expended \$0.00)

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

Article 35. To see what sum the Town will vote to raise and appropriate for the **Animal Control Officer**. (\$3,850.00 in 2023, expended \$3,965.06)

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

Article 36. To see what sum the Town will vote to raise and appropriate for **General Assistance** (Health and Welfare). (Raised \$2,000.00 in 2023, expended \$455.63)

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

Article 37. To see what action the Town wishes to take regarding the **cable franchise agreement fees** received annually from the Charter/Spectrum. Selectmen request **2024 revenues** be used for the purposes of broadband expansion.

Selectmen Recommend **designating the 2024 cable franchise agreement fees for broadband expansion.**

vote: 4 yes 0 no

Budget Committee Recommends **designating the 2024 cable franchise agreement fees for broadband expansion.**

vote: 4 yes 0 no

Article 38. 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 **2024 snowmobile registration reimbursement** be donated to their club for trail maintenance.

Selectmen Recommend the donation of **the 2024 snowmobile registration reimbursement**

vote: 4 yes 0 no

Budget Committee Recommends the donation of **the 2024 snowmobile registration reimbursement**

vote: 4 yes 0 no

Article 39. To see what sum the Town will vote to raise and appropriate for **Elections and Annual Town Meeting.** (\$8,550.00 in 2023, expended \$5,829.70)

Selectmen Recommend	\$12,000.00	vote: 4 yes 0 no
Budget Committee Recommends	\$12,000.00	vote: 4 yes 0 no

Article 40. To see what sum the Town will vote to raise and appropriate for the funding care and maintenance of **Minot's Cemeteries.** (\$12,315.21 in 2023 (includes carryforward), expended \$1,308.47)

Selectmen Recommend	\$10,000.00	vote: 3 yes 1 no
Budget Committee Recommends	\$10,000.00	vote: 4 yes 0 no

Article 41. To see what sum the Town will vote to raise and appropriate for the funding **Recreational Field Maintenance.** (\$10,000.00 in 2023, expended \$6,857.00)

Selectmen Recommend	\$5,000.00	vote: 4 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 to be donated to **Charitable Organizations.** (\$0.00 raised in 2023)

Requests:

LifeFlight	\$691.50	
SafeVoices	<i>Unspecified Request</i>	
Seniors Plus	\$500.00	
Maine Public	\$100.00	
	TOTAL:	\$1,291.50

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

Article 43. 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 44. To see what action the Town wishes to take to establish a **due date for payment for the 2024 property taxes** and to set the interest rate applied to delinquent accounts.

Selectmen and Budget Committee Recommends **December 16, 2024** with interest charged thereafter at the State maximum rate of **8.5%**

2023 was December 15 2023 with 8% interest

Article 45. 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 46. 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 2024 tax rate**. (Selectmen so recommend).

Article 47. To see if the Town will give the **Selectmen** the authority to **estimate the Excise Tax Revenue** and use the same to **lower the 2024 tax rate** (Selectmen so recommend).

Article 48. 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 2025 annual budget** during the period of **January 1, 2025 through the 2025 Annual Town Meeting**.

Article 49. 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 50. 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.

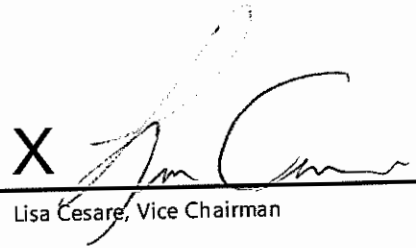
Article 51. To see if the Town will vote **to authorize** the **Town Treasurer**, with approval of the **Selectmen**, **to sell and dispose of any real estate acquired by the Town** for non-payment of taxes thereon, on such terms as they deem advisable and in the best interest of the Town and execute 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).

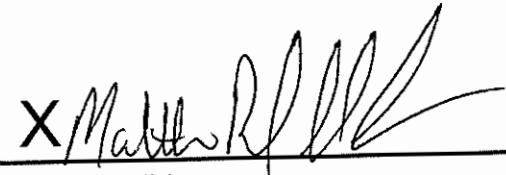
Article 52. To see if the Town will vote **to authorize the Selectmen to procure a temporary loan or loans** in anticipation of taxes, for the purpose of paying obligations of the Town, such loan or loans to be paid during the ensuing year out of money raised during the ensuing year by taxes.

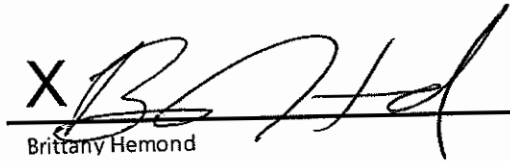
Article 53. To see if the Town will vote to authorize the **Selectmen and Town Treasurer** to sell and assign **unmatured tax liens** for not less than the unpaid interest and costs.

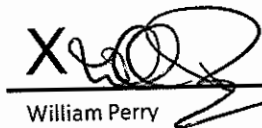
To transact any business that may legally come before this meeting.

X 
Daniel Gilpatric, Chairman

X 
Lisa Cesare, Vice Chairman

X 
Matthew Callahan

X 
Brittany Hemond

X 
William Perry

A true copy of the Warrant

Attest:

Sara Farris, Town Clerk
Town of Minot