



**Town of North Yarmouth, Maine**  
**Annual Town Meeting Warrant**  
 Fiscal Year July 1, 2016 - June 30, 2017



To: Clark Baston, a resident in the Town of North Yarmouth, County of Cumberland, and State of Maine.

**GREETINGS:** In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of North Yarmouth, Maine qualified by law to vote in town affairs, to meet at the North Yarmouth Memorial School Gymnasium, in said Town on Saturday the 9th day of April A.D. 2016, at nine (9) o'clock in the forenoon, then and there to act upon Articles 1 through 39 as set out below, to wit:

The Registrar of Voters gives notice that citizens will be able to register to vote April 9, 2016 from 8:30AM to close of meeting.

**ARTICLE 1.** To elect a Moderator by written ballot to preside over said meeting.

**ARTICLE 2:** To see if the Town will vote to adopt the **Maine Moderator's Manual** as prepared by the Maine Municipal Association as the parliamentary procedure at Town Meeting for the ensuing year, or see what action the Town will take.

*Note: The Maine Moderator's Manual is the current guideline used by the Moderator presiding at North Yarmouth's Annual Town Meetings. Article 2 is a housekeeping matter to ensure a record procedural process.*

**FINANCIAL ARTICLES**

**ARTICLE 3:** To see if the Town will vote to raise and appropriate **\$459,361** for **Municipal Administration**, or see what action the Town will take.

<b>Municipal Administration</b>	<b>Budget FY16</b>	<b>Request FY17</b>	<b>Difference</b>	<b>Percent</b>
Wages/Allowances/Training	\$ 210,071	\$ 225,475	\$ 15,404	+ 7.3
Operating Expenses	\$ 59,008	\$ 68,572	\$ 9,564	+16.2
Contracted / Professional Services	\$ 54,785	\$ 51,947	(\$ 2,838)	-5.2
Buildings & Grounds	\$ 58,198	\$ 49,517	(\$ 8,681)	-14.9
Communications Committee	\$ 3,278	\$ 5,250	\$ 1,972	+60.1
Memorial School Operations	\$ 111,158	\$ 58,600	(\$ 52,558)	-47.2
<b>TOTAL</b>	<b>\$ 496,498</b>	<b>\$ 459,361</b>	<b>(\$ 37,137)</b>	<b>- 7.04%</b>

**Select Board and Budget Committee recommend approval.**

**ARTICLE 4:** To see if the Town will vote to raise and appropriate **\$137,043** for **Community Services**, or see what action the Town will take.

<b>Community Services</b>	<b>Budget FY16</b>	<b>Request FY17</b>	<b>Difference</b>	<b>Percent</b>
Code Enforcement & Planning	\$ 60,926	\$ 61,947	\$ 1,021	+1.67
Planning & Economic Growth	\$ 80,000	\$ 40,000	(\$40,000)	- 50.0
Parks & Recreation	\$ 9,550	\$ 11,800	\$ 2,250	+23.5
General Assistance	\$ 7,688	\$ 7,688	\$ 0	-----
Social Service Agencies	\$ 8,800	\$ 10,000	\$ 1,200	+13.6
Cemetery Operations	\$ 4,260	\$ 5,608	\$ 1,348	+31.6
<b>TOTAL</b>	<b>\$ 171,224</b>	<b>\$ 137,043</b>	<b>(\$34,181)</b>	<b>- 19.96%</b>

**Select Board and Budget Committee recommend approval.**

**ARTICLE 5:** To see if the Town will vote to raise and appropriate \$363,119 for Public Safety, or see what action the Town will take.

<b>Fire Rescue Department</b>	<b>Budget FY16</b>	<b>Request FY17</b>	<b>Difference</b>	<b>Percent</b>
Wages/Allowances/Training	\$148,035	\$157,653	\$ 9,618	+6.5
Physicals	\$ 6,993	\$ 7,000	\$ 7	+0.1
Dues/Membership/Licenses	\$ 3,986	\$ 4,805	\$ 819	+20.5
Operating Expenses	\$ 41,600	\$ 57,090	\$15,490	+37.23
Contracted / Professional Services	\$ 17,350	\$ 20,350	\$ 3,000	+17.29
Operating Supplies	\$ 25,997	\$ 22,925	(\$ 3,072)	-11.84
<b>Fire Rescue Dept. Sub-total</b>	<b>\$ 243,961</b>	<b>\$ 269,823</b>	<b>\$ 25,862</b>	<b>+10.6%</b>
<b>Public Safety - Other</b>	<b>FY16</b>	<b>FY17</b>	<b>Difference</b>	<b>Percent</b>
Dispatch Service	\$ 23,186	\$ 23,822	\$ 636	+2.7
Animal Control Services	\$ 13,644	\$ 12,644	(\$ 1,000)	-7.3
Health Officer	\$ 400	\$ 400	\$ -----	-----
Hydrants	\$ 53,500	\$ 53,500	\$ -----	-----
Street Lighting Operational	\$ 2,635	\$ 2,930	\$ 295	+11.2
<b>Other Sub-Total</b>	<b>\$ 93,365</b>	<b>\$ 93,296</b>	<b>(\$ 69)</b>	<b>-.07</b>
<b>GRAND TOTAL</b>	<b>\$ 337,326</b>	<b>\$ 363,119</b>	<b>\$ 25,793</b>	<b>+ 7.6%</b>

**Select Board and Budget Committee recommend approval.**

**ARTICLE 6:** To see if the Town will vote to raise and appropriate \$582,109 for Public Works, or see what action the Town will take.

<b>Public Works Department</b>	<b>Budget FY16</b>	<b>Request FY17</b>	<b>Difference</b>	<b>Percent</b>
Wages/Allowance/Training	\$ 178,390	\$ 184,706	\$ 6,316	+3.5
Operating Expenses	\$ 164,268	\$ 172,403	\$ 8,135	+4.9
Roadway Maintenance	\$ 240,000	\$ 225,000	(\$ 15,000)	-6.6%
<b>TOTAL</b>	<b>\$ 582,658</b>	<b>\$ 582,109</b>	<b>(\$ 549)</b>	<b>-0.94%</b>

**Select Board and Budget Committee recommend approval.**

**ARTICLE 7:** To see if the Town will vote to raise and appropriate \$195,615 for Solid Waste / Recycling, or see what action the Town will take.

<b>Solid Waste / Recycling</b>	<b>Budget FY16</b>	<b>Request FY17</b>	<b>Difference</b>	<b>Percent</b>
MSW Disposal	\$ 63,500	\$ 63,865	\$ 365	+5.7
Recyclables Collection	\$ 63,845	\$ 63,890	\$ 45	+0.7
MSW Collection Surcharge	\$ 1,000	\$ 1,000	\$ 0	-----
Ecomaine Tonage	\$ 45,825	\$ 49,350	\$ 3,525	+7.7
PAYT Disposal Bags	\$ 12,400	\$ 11,910	(\$ 490)	-3.95
HHW Collection / Clean Up Day	\$ 5,600	\$ 5,600	\$ 0	-----
Compost & Recycling Bins	\$ -	\$ -	\$ 0	-----
<b>TOTAL</b>	<b>\$ 192,170</b>	<b>\$ 195,615</b>	<b>\$ 3,445</b>	<b>+1.75%</b>

**Select Board and Budget Committee recommend approval.**



**ARTICLE 8:** To see if the Town will vote to raise and appropriate **\$471,297** for **Fixed Expenses**, or see what action the Town will take.

<b>Fixed Expenses</b>	<b>Budget FY16</b>	<b>Request FY17</b>	<b>Difference</b>	<b>Percent</b>
Debt Service	\$ 66,880	\$ 13,482	(\$ 53,398)	-80.0
Employee Benefits	\$ 221,960	\$ 232,742	\$ 10,781	+4.9
Municipal Insurance	\$ 31,100	\$ 34,400	\$ 3,300	+1.49
Shared Services NY/Cumberland	\$ 155,981	\$ 190,673	\$ 34,692	+22.2
<b>TOTAL</b>	<b>\$ 475,921</b>	<b>\$ 471,297</b>	<b>(\$ 4,624)</b>	<b>-0.98%</b>

**Select Board and Budget Committee recommend approval.**

**ARTICLE 9:** To see if the Town will establish a **Records Preservation Reserve** for purposes of protecting and preserving vital town records and other relevant records maintained by the Town Clerk as mandated by state statute, or see what action the Town will take.

**Select Board and Budget Committee recommend approval.**

**ARTICLE 10:** To see if the Town will vote to raise and appropriate **\$25,924.00** for Capital Improvements **Records Preservation Reserve**, or see what action the Town will take.

<b>Capital Reserves</b>	<b>Budget FY16</b>	<b>Request FY17</b>	<b>Difference</b>	<b>Percent</b>
<b>Records Preservation</b>	<b>\$ 0</b>	<b>\$ 25,924</b>	<b>\$ 25,924</b>	<b>+100%</b>

**Select Board and Budget Committee recommend approval.**

**ARTICLE 11:** To see if the Town will vote to raise and appropriate **\$130,000** for Capital Improvements **Public Works / Fire Rescue (Heavy Equipment) Reserve**, or see what action the Town will take.

<b>Capital Reserves</b>	<b>Budget FY16</b>	<b>Request FY17</b>	<b>Difference</b>	<b>Percent</b>
<b>PWD / FRD (Heavy Equip.)</b>	<b>\$ 55,000</b>	<b>\$ 130,000</b>	<b>\$ 75,000</b>	<b>+136.3%</b>

**Select Board and Budget Committee recommend approval.**

**ARTICLE 12:** To see if the Town will release the following reserve accounts and transfer the remaining balances totaling **\$54,545** to the **Public Works Department / Fire Rescue (Heavy Equipment) Reserve**, or see what action the Town will take.

<u>Reserve Account</u>	<u>Current Balance</u>
Capital Investment (1990 PWD)	\$ 21,283
Impact Fees (PWD / FRD)	\$ 32,750
Ambulance Fees (FRD)	\$ 512
<b>TOTAL</b>	<b>\$ 54,545</b>

**Select Board and Budget Committee recommend approval.**

**ARTICLE 13:** To see if the Town will release the reserve account Misc. Capital Investments and transfer the remaining balance totaling **\$24,318** into the following active reserve accounts, or see what action the Town will take.

<u>Reserve Account</u>	<u>Current Balance</u>
Parks & Recreation	\$ 7,000

Municipal Facilities	\$	17,318
<b>TOTAL</b>	<b>\$</b>	<b>24,318</b>

**Select Board and Budget Committee recommend approval.**

**ARTICLE 14:** To see if the Town will vote to accept and apply **\$1,491,383** of the following **non-property tax revenues** to reduce the total amount authorized to be raised by taxation.

Revenues	Budget FY 16	Request FY17	Difference	Percent
Clerk Fees	\$ 27,700	\$ 28,745	\$ 1,045	+3.7
Code Enforcement	\$ 49,300	\$ 57,700	\$ 8,400	+17.0
Planning	\$ 1,100	\$ 1,100	-----	-----
Peer Review	\$ 2,000	\$ 1,500	(\$ 500)	-25
Ambulance Fees	\$ 42,500	\$ 35,000	(\$ 7,500)	-17.6
Cable TV Franchise Fees	\$ 29,000	\$ 29,000	-----	-----
Cell Tower Rental	\$ 37,000	\$ 37,000	-----	-----
Auto Excise	\$ 710,000	\$ 800,000	\$ 90,000	+12.7
MISC Revenues	\$ 2,200	\$ 3,275	\$ 1,075	+48.9
Solid Waste / Recycling	\$ 108,600	\$ 110,500	\$ 1,900	+1.7
General Assistance	\$ 2,500	\$ 2,500	-----	-----
Local Road Assistance	\$ 26,876	\$ 27,000	\$ 124	+4.6
Revenue Sharing	\$ 173,524	\$ 181,018	\$ 7,494	+4.3
Snow Club Reimbursement	\$ 1,000	\$ 1,000	-----	-----
Rental Fees	\$ 12,000	\$ 12,000	-----	-----
Interest/Fees	\$ 14,500	\$ 17,400	\$ 2,900	+20
BETE Reimbursement	\$ 1,000	\$ 2,421	\$ 1,421	+142.1
Homestead Exemption	\$ 93,759	\$ 137,262	\$ 43,503	+46.3
Tree Growth Exemption	\$ 1,566	\$ 2,718	\$ 1,152	+73.5
Veteran's Exemption	\$ 2,029	\$ 2,244	\$ 215	+10.5
Property & Casualty Pool	\$ 1,998	\$ 2,000	\$ 2	+1
<b>TOTALS</b>	<b>\$ 1,340,152</b>	<b>\$ 1,491,383</b>	<b>\$151,231</b>	<b>+11.3%</b>

And further to see if the Town will authorize the Select Board and Treasurer to accept any additional revenues or funds that may be used to reduce the amount required to be raised by taxation, or see what action the Town will take.

**Select Board and Budget Committee recommend approval.**

**ARTICLE 15:** To see if the Town will raise and appropriate an estimated **\$16,687** for overlay for the purposes of granting tax abatements or see what action the Town will take.

**Select Board and Budget Committee recommend approval.**

**ARTICLE 16:** To see if the Town will vote to authorize the Select Board to transfer from the town's undesignated general fund an amount not to exceed **\$150,000** for the purpose of reducing the total amount authorized to be raised by taxation for the fiscal year 2017, or see what action the Town will take.

**Select Board and Budget Committee recommend approval.**

**ARTICLE 17:** To see if the Town will vote to exceed the maximum property tax levy limit (LD1) established by State law in the event that the municipal budget approved results in a tax commitment in excess of the property

tax levy otherwise allowable, such that the increased maximum property tax levy hereby established will equal the amount committed, or see what action the Town will take.

**Select Board and Budget Committee recommend approval.**

**Note:** *It is not projected that the town's budget will exceed tax levy limits established by State law, but as a preventive housekeeping action it is recommended the Town vote to approve Article 17. By State Law, the vote on this article must be by written ballot.*

**ARTICLE 18:**

- 1) To see if the Town will vote to make all taxes assessed for the Town's 2017 fiscal year, July 1, 2016 through June 30, 2017, due in two (2) installments, with the first half (1/2) of the total amount assessed due and payable on **October 1, 2016**, and the remaining half (1/2) due on **April 1, 2017**; and to charge **interest** at the rate of seven percent (**7.00%**) per year computed on a daily basis on any portion of the installment due that remains outstanding as of October 2, 2016 or April 2, 2017, and
- 2) To see if the Town will permit the Tax Collector or her designee to waive unintentional tax interest payment shortages in an amount not to exceed \$5.00; and
- 3) To see if the Town will vote to authorize the Tax Collector to accept payment of real estate and personal property taxes not yet due or assessed pursuant to M.R.S.A. Title 36, Section 506-A. The Town does not apply interest on such collections, and
- 4) To see if the Town will vote to authorize the Treasurer to release payment of tax abatements and applicable interest approved by the Town's Assessor from the property tax overlay account.

**Select Board recommends approval.**

**ARTICLE 19:** To see if the Town will vote to authorize the Select Board and the Treasurer, on behalf of the Town and any of the Town's departments, to accept gifts, real estate, donations and other funds, including trust funds that may be given or left to the Town and to grant the Select Board the further authority to expend up to **\$25,000** from undesignated funds, if necessary, to match the grant funding such sums of money as they deem necessary from these funds for their designated purposes. These expenditures may be reflected outside of the Town's approved budget.

**Select Board recommends approval.**

**ARTICLE 20:** To see if the Town will vote to authorize the Town Manager acting in concurrence with the Select Board to accept and expend, on behalf of the Town, any Federal or State funds received in the form of grants during the period July 1, 2016 until June 30, 2017. These expenditures may be reflected outside of the Town's approved budget.

**Select Board recommends approval.**

**ARTICLE 21:** To see if the Town will vote to authorize the transfer of all unexpended balances to the Undesignated Fund Balance and to authorize any overdrafts that may occur in Town operations during the fiscal year ending June 30, 2017 to be taken from Undesignated Fund Balance.

**Select Board recommends approval.**

## LEGISLATIVE ARTICLES

**ARTICLE 22:** Shall the town Charter be amended as described and presented in **Exhibit A** of this warrant?

**Select Board recommends approval.**

**ARTICLE 23:** Shall the ordinance entitled "Fire Rescue Department Ordinance" be amended as described and presented in **Exhibit B** of this warrant?

**Select Board recommends approval.**

**ARTICLE 24:** Shall the ordinance entitled "Assessment of Impact Fees Ordinance" be repealed?

*Explanation: After close review of the impact fees ordinance and its purpose, and in conjunction with reviewing current Code Enforcement practices and fee structure, the Select Board finds the Code Enforcement Fees to be sufficient collection for the impact of new development.*

**Select Board recommends approval.**

**ARTICLE 25:** Shall the town adopt to be effective January 1, 2017 an act to require local write-in candidates to declare their candidacy by filing with the Town Clerk at least forty-five (45) days before the election, as now required for state write-in candidates MRSA 21-A § 722-A, or see what action the town will take?

**Select Board recommends approval.**

**ARTICLE 26:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" be amended to improve the formatting of the document and update the Table of Contents for corrections and or additions described and presented in **Exhibit C** of this warrant?

**Planning Board recommends approval.**

**ARTICLE 27:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" **Article III, Administration and Enforcement: Section 3.3, Building /Land Use Permits: E: Residential Growth Limitation (Cap)** be amended as described and presented in Exhibit C of this warrant?

**Planning Board recommends approval.**

**ARTICLE 28:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" **Article V, Subdivision Review Procedures and Criteria: Section 5.3, Pre-Application Meeting, Sketch Plan and Site Inspection: B: Procedure** be amended as described and presented in Exhibit C of this warrant?

**Planning Board recommends approval.**

**ARTICLE 29:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" **Article V, Subdivision Review Procedures and Criteria: Section 5.4, Special Submission Requirements: B: North Yarmouth Conservation Commission Review Required** be amended as described and presented in Exhibit C of this warrant?

**Planning Board recommends approval.**

**ARTICLE 30:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" **Article V, Subdivision Review Procedures and Criteria: Section 5.7, Final Plan for Major Subdivision: B: Submissions** be amended as described and presented in Exhibit C of this warrant?



*Planning Board recommends approval.*

**ARTICLE 31:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" **Article V, Subdivision Review Procedures and Criteria: Section 5.12, Subdivision: B: Review Criteria** be amended as described and presented in Exhibit C of this warrant?

*Planning Board recommends approval.*

**ARTICLE 32:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" **Article VII, Zoning District Regulations: Section 7.2, Zoning Map and Locations of Districts: B: Location of Resource Protection District, Residential Shoreland District, Royal River Corridor Overlay District, Groundwater Protection Overlay District and the FEMA 100-year Floodplain Boundaries** be amended as described and presented in Exhibit C of this warrant?

*Planning Board recommends approval.*

**ARTICLE 33:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" **Article VIII, General Requirements: Applicable to all Land Uses: Section 8.3, Back Lots and Street Access Requirements: A** be amended as described and presented in Exhibit C of this warrant?

*Planning Board recommends approval.*

**ARTICLE 34:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" **Article VIII, General Requirements: Applicable to all Land Uses: Section 8.4, Driveway/Road Entrance Permit Requirements** be amended as described and presented in Exhibit C of this warrant?

*Planning Board recommends approval.*

**Note:** If Article 33 did not pass Article 34, if passed, will pass with the exclusion of Table 8.2.

**Note:** If Article 34 does not pass, Articles 36 through 38 require no action be taken.

**ARTICLE 35:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" **Article X, Performance and Design Standards for Site Plan Review and Subdivision Review: Section 10.2, General Layout of Development: B: Lots** be amended as described and presented in Exhibit C of this warrant?

*Planning Board recommends approval.*

**ARTICLE 36:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" **Article X, Performance and Design Standards for Site Plan Review and Subdivision Review: Section 10.29, Subdivision Street Connectivity Required in the Village Center & Village Residential Districts: C: Requirements** be amended as described and presented in Exhibit C of this warrant?

*Planning Board recommends approval.*

**ARTICLE 37:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" **Article X, Performance and Design Standards for Site Plan Review and Subdivision Review: Section 10.30, Subdivision Street Length & Connection Requirements in the Farm & Forest District & Residential Shoreland District: B: Standards** be amended as described and presented in Exhibit C of this warrant?

*Planning Board recommends approval.*



**ARTICLE 38:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" **Article X, Performance and Design Standards for Site Plan Review and Subdivision Review: Section 10.31, Road Design and Construction Standards** be amended as described and presented in Exhibit C of this warrant?

*Planning Board recommends approval.*

**ARTICLE 39:** Shall the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" **Article XI, Standards for Specific Activities: Section 11.3, Clustered Housing Development and Open Space Development: E: Dedicated Open Space Land** be amended as described and presented in Exhibit C of this warrant?

*Planning Board recommends approval.*

Given under our hands this 23<sup>rd</sup> day of March, 2016 at North Yarmouth, Maine.

Board of Selectpersons

  
\_\_\_\_\_  
Alex Carr, Chairperson

  
\_\_\_\_\_  
Steven Palmer

  
\_\_\_\_\_  
Jeanne Chadbourne, Vice Chairperson

  
\_\_\_\_\_  
Jim Moulton



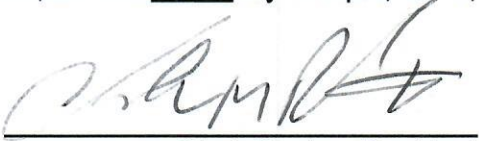
A true copy of the warrant,

Attest:  Debbie Allen Grover, Town Clerk

RETURN OF THE WARRANT

North Yarmouth, Maine      March 30, 2016

Pursuant to the within warrant to me directed, I have notified and warned the inhabitants of said Town qualified as herein expressed, to meet at said time and place, and for purposes therein named, by posting an attested copy of said warrant at the Town Office, North Yarmouth Variety, Ames Farm Center, Fire Station and Toddy Brook Café in said town, being public and conspicuous places in said town, on the 1 day of April, 2015, being at least seven days before the meeting.



Clark Baston, Resident

