



Town of North Yarmouth, Maine  
Annual Town Meeting Minutes  
Fiscal Year July 1, 2018 - June 30, 2019  
April 28, 2018

To: Greg A. Payson, 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 28th day of April A.D. 2018, at nine (9) o'clock in the forenoon, then and there to act upon Articles 1 through 35 as set out below, to wit:

The Registrar of Voters gives notice that citizens will be able to register to vote April 28, 2018, from 8:30 AM to close of meeting.

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

Chairperson Speirs moved to elect John David Kennedy, seconded by Selectperson Chadbourne. Chairperson Speirs moved to cease nominations, seconded by Selectperson Chadbourne. The Select Board voted 4 – 0 in favor of John David Kennedy. Mr. Kennedy was sworn in as Moderator.

**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.

Chairperson Speirs moved to adopt the Maine Moderator's Manual, seconded by Selectperson Chadbourne. Motion passed.

The Moderator gave an overview of the Town Meeting's procedures. The Moderator asked for a consensus to allow non-residents to speak at this meeting. Visitors were allowed to speak by a majority show of hands.

**ARTICLE 3:** Shall the Town Charter be amended as described and presented in **Exhibit A** of this warrant?

Selectperson Graham moved to pass Article 3 as read, seconded by Selectperson Morrison  
Discussion: None. Motion passed.

**ARTICLE 4:** Shall the ordinance entitled "Tax Lien Management Ordinance" be amended as described and presented in **Exhibit B** of this warrant?

Selectperson Graham moved to pass Article 4 as read, seconded by Selectperson Morrison.  
Discussion: None. Motion passed.

**ARTICLE 5:** Shall the ordinance entitled "An Ordinance Regulating the Control of Barking Dogs in the Town of North Yarmouth" be amended as described and presented in **Exhibit C** of this warrant?

Selectperson Morrison moved to pass Article 5 as read, seconded by Selectperson Graham.  
Discussion: None. Motion passed.

**ARTICLE 6:** Shall **Chapter 7, Table 7.1, Section: Natural Resource Based on Uses** of the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" be amended as described and presented in **Exhibit D** of this warrant?

*Audrey Lones, Baston Road moved to pass Article 6 as read, seconded by Chris Cabot. Discussion: None. Motion passed.*

**ARTICLE 7:** Shall **Chapter 7, Table 7.1, Section: Commercial and Industrial Uses** of the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" be amended as described and presented in **Exhibit E** of this warrant?

*Audrey Lones moved to pass Articles 7 -15 in one vote, seconded by Chris Cabot. Discussion: Mark Heath, 534 New Gloucester Road and Kristin Graham asked for clarification. Chris Cabot provided explanation.*

**ARTICLE 8:** Shall **Chapter 7, Table 7.1, Section: Other Uses** of the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" be amended as described and presented in **Exhibit F** of this warrant?

**Motion passed.**

**ARTICLE 9:** Shall **Chapter 7, Table 7.1, Section: Institutional Uses** of the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" be amended as described and presented in **Exhibit G** of this warrant?

**Motion passed.**

**ARTICLE 10:** Shall **Chapter 9, Section 9.1, § Q.1** of the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" be amended as described and presented in **Exhibit H** of this warrant?

**Motion passed.**

**ARTICLE 11:** Shall **Chapter 10, Section 10.17, § D** of the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" be amended as described and presented in **Exhibit I** of this warrant?

**Motion passed.**

**ARTICLE 12:** Shall **Chapter 10, Section 10.17, § N** of the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" be amended as described and presented in **Exhibit J** of this warrant?

**Motion passed.**

**ARTICLE 13:** Shall **Chapter 11, Section 11.8, § A** the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" be amended as described and presented in **Exhibit K** of this warrant?

**Motion passed.**

**ARTICLE 14:** Shall **Chapter 12, Definitions, Family Burial Grounds** of the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" be amended as described and presented in **Exhibit L** of this warrant?

**Motion passed**



**ARTICLE 15:** Shall **Chapter 12, Definitions, Lot Lines** of the ordinance entitled "Town of North Yarmouth, Maine Land Use Ordinance" be amended as described and presented in **Exhibit M** of this warrant?

**Motion passed.**

**FINANCIAL ARTICLES**

**ARTICLE 16:** To see if the Town will vote to raise and appropriate **\$169,562.00** for **Community Services**, or see what action the Town will take.

<b>Community Services</b>	<b>Budget FY18</b>	<b>Request FY19</b>	<b>Difference</b>	<b>Percent</b>
Code Enforcement & Planning	\$ 63,428	\$ 69,219	\$ 5,791	9.13
Planning & Economic Growth	\$ 32,500	\$ 69,400	\$ 36,900	113.54
Parks & Recreation	\$ 9,600	\$ 8,850	\$ (750)	(7.81)
General Assistance	\$ 7,688	\$ 7,688	\$ -	-
Social Service Agencies	\$ 9,432	\$ 3,440	\$ (5,992)	(63.53)
Cemetery Operations	\$ 5,215	\$ 5,215	\$ -	-
Living Well	\$ 750	\$ 750	\$ -	-
Historical Society	\$ 0	\$ 5,000	\$ 5,000	100.00
<b>TOTAL</b>	<b>\$ 128,613</b>	<b>\$ 169,562</b>	<b>\$ 40,949</b>	<b>31.84</b>

*Selectperson Chadbourne moved to pass Article 16 as read, seconded by Selectperson Graham. Discussion: Lincoln Merrill, 1572 North Road feels Economic Development is not worth it. Katie Murphy, Mountfort Road spoke in favor of the Article, Nelson Smith of Ledge Road questioned Historical Society request. Motion passed.*

**ARTICLE 17:** To see if the Town will vote to raise and appropriate **\$381,794.00** for **Public Safety**, or see what action the Town will take.

<b>Fire Rescue Department</b>	<b>Budget FY18</b>	<b>Request FY19</b>	<b>Difference</b>	<b>Percent</b>
Wages/Allowances/Training	\$ 151,033	\$ 158,491	\$ 4,458	1.58
Physicals	\$ 7,000	\$ 7,000	\$ -	-
Dues/Membership/Licenses	\$ 5,380	\$ 2,980	\$ (2,400)	(44.61)
Operating Expenses	\$ 59,410	\$ 56,324	\$ (3,086)	(5.19)
Contracted / Professional Services	\$ 19,050	\$ 19,050	\$ -	-
Operating Supplies	\$ 30,482	\$ 37,982	\$ 7,500	24.60
<b>Fire Rescue Dept. Sub-total</b>	<b>\$ 277,355</b>	<b>\$ 281,827</b>	<b>\$ 4,472</b>	<b>1.61</b>

<b>Public Safety - Other</b>	<b>Budget FY18</b>	<b>Request FY19</b>	<b>Difference</b>	<b>Percent</b>
Dispatch Service	\$ 24,705	\$ 26,851	\$ 2,146	8.69
Animal Control Services	\$ 12,644	\$ 14,516	\$ 1,872	14.81
Health Officer	\$ 400	\$ 400	\$ -	-
Hydrants	\$ 55,500	\$ 55,500	\$ -	-
Street Lighting Operational	\$ 3,225	\$ 2,700	\$ (525)	(16.28)
<b>Other Sub-Total</b>	<b>\$ 96,474</b>	<b>\$ 99,967</b>	<b>\$ 3,493</b>	<b>3.62</b>
<b>GRAND TOTAL</b>	<b>\$ 363,119</b>	<b>\$ 381,794</b>	<b>\$ 18,675</b>	<b>5.14</b>

**Selectperson Chadbourne moved to pass Article 17 as read, seconded by Selectperson Graham. Discussion: None. Motion passed.**

**ARTICLE 18:** To see if the Town will vote to raise and appropriate **\$202,905.00** for **Solid Waste / Recycling**, or see what action the Town will take.

<b>Solid Waste / Recycling</b>	<b>Budget FY18</b>	<b>Request FY19</b>	<b>Difference</b>	<b>Percent</b>
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MSW Disposal	\$ 63,865	\$ 63,865	\$ -	-
Recyclables Collection	\$ 63,890	\$ 63,890	\$ -	-
MSW Collection Surcharge	\$ 300	\$ 300	\$ -	-
Ecomaine Tonnage	\$ 49,350	\$ 49,350	\$ -	-
PAYT Disposal Bags	\$ 14,000	\$ 17,000	\$ 3,000	21.43
HHW Collection / Clean Up Day	\$ 7,500	\$ 7,500	\$ -	-
Garbage to Garden Composting	\$ 500	\$ 1,000	\$ 500	100.00
Compost & Recycling Bins	\$ 300	\$ -	\$ (300)	(100.00)
<b>TOTAL</b>	<b>\$ 199,705</b>	<b>\$ 202,905</b>	<b>\$ 3,200</b>	<b>1.60</b>

**Selectperson Morrison moved to pass Article 18 as read, seconded by Chairperson Speirs. Discussion: None. Motion passed.**

**ARTICLE 19:** To see if the Town will vote to raise and appropriate \$484,415.00 for Fixed Expenses, or see what action the Town will take.

Fixed Expenses	Budget FY18	Request FY19	Difference	Percent
Debt Service	\$ -	\$ -	\$ -	-
Employee Benefits	\$ 277,921	\$ 265,654	\$ (12,267)	(4.41)
Municipal Insurance	\$ 38,591	\$ 39,767	\$ 1,176	3.05
Shared Services NY/Cumberland	\$ 188,790	\$ 178,994	\$ (9,796)	(5.19)
<b>TOTAL</b>	<b>\$ 505,302</b>	<b>\$ 484,415</b>	<b>\$ (20,887)</b>	<b>(4.13)</b>

**Selectperson Morrison moved to passed Article 19 as read, seconded by Chairperson Speirs. Discussion: None. Motion passed.**

**ARTICLE 20:** To see if the Town will establish a Roadway Maintenance Reserve for purposes of maintaining and repairing all Town roads or see what action the Town will take.

**Selectperson Graham moved to pass Article 20 as read, seconded by Selectperson Chadbourne. Discussion: Paul Napolitano, Mill Road, asked for clarification of which roads this would include. Town Manager Roy replied. Motion passed.**

**ARTICLE 21:** To see if the Town will carry-over and transfer the remaining FYE18 balance from the Public Works Department Road Maintenance account totaling \$5,700.00 to the Roadway Maintenance Reserve, or see what action the Town will take.

**Selectperson Graham moved to pass Article 21 as read, seconded by Selectperson Chadbourne. Discussion: None. Motion passed.**

**ARTICLE 22:** To see if the Town will vote to raise and appropriate \$538,900.00 for Capital Improvements Reserves, or see what action the Town will take.

Capital Reserves	Budget FY18	Request FY19	Difference	Percent
PWD/FRD (Heavy Equipment)	\$ 130,000	\$ 130,000	\$ -	-
Technology & Communications	\$ -	\$ 38,900	\$ 38,900	100.00
Future Land Reserve	\$ 10,000	\$ 10,000	\$ -	-
Parks & Recreation	\$ 5,000	\$ 5,000	\$ -	-
Municipal Facilities/Grounds	\$ 50,000	\$ 165,000	\$ 115,000	230.00
Contingency Reserve	\$ 9,000	\$ -	\$ (9,000)	(100.00)
Records Preservation	\$ 29,100	\$ 15,000	\$ (14,100)	(48.45)
Roadway Maintenance	\$ 0	\$ 175,000	\$ 175,000	100.00
<b>TOTAL</b>	<b>\$ 233,100</b>	<b>\$ 538,900</b>	<b>\$ 305,800</b>	<b>131.19</b>

**Chairperson Speirs moved to pass Article 22 as read, seconded by Selectperson Morrison. Discussion: Lincoln Merrill asked if it made any sense to fund future land reserve account. Selectperson Morrison responded. Motion passed.**



**ARTICLE 23:** To see if the Town will vote to raise and appropriate \$497,216.00 for **Municipal Administration**, or see what action the Town will take.

<b>Municipal Administration</b>	<b>Budget</b>		<b>Request</b>	
	<b>FY18</b>	<b>FY19</b>	<b>Difference</b>	<b>Percent</b>
Wages/Allowances/Training	\$ 232,136	\$ 249,805	\$ 17,669	7.61
Operating Expenses	\$ 76,463	\$ 85,318	\$ 8,855	11.58
Contracted / Professional Services	\$ 62,100	\$ 67,660	\$ 5,560	8.95
Buildings & Grounds	\$ 44,774	\$ 63,045	\$ 18,271	40.81
Communications Committee	\$ 4,250	\$ 9,950	\$ 5,700	134.12
Memorial School Operations	\$ 19,231	\$ 21,438	\$ 2,207	11.48
<b>TOTAL</b>	<b>\$ 438,954</b>	<b>\$ 497,216</b>	<b>\$ 58,262</b>	<b>13.27</b>

**Chairperson Speirs moved to pass Article 23 as read, seconded by Selectperson Morrison. Discussion: Katie Murphy, 440 Mountfort Road and Nelson Smith asked questions to clarify Buildings and Grounds expenditures. Motion passed.**

**Facilities**

- Town Office - Inside Air Quality Repairs, Outside Air Quality Ground Work, & ADA Compliance **\$78,250**
- Fire Rescue - Asbestos Tile Removal & Replacement **\$ 9,800**
- Public Works Garage - Roof Repairs, Indoor Exhaust, Lighting, & Air Quality **\$32,900**
- Public Works Sand & Salt Shed - Foundation Engineering **\$9,800**
- Public Works Pole Building - Roof Repairs **\$7,875**
- Public Works Cemetery Garage - Roof Repairs, Siding & Trim **\$7,000**
- TOTAL: \$145,625**

**ARTICLE 24:** To see if the Town will vote to raise and appropriate \$447,813.00 for **Public Works**, or see what action the Town will take.

<b>Public Works Department</b>	<b>Budget</b>		<b>Request</b>	
	<b>FY18</b>	<b>FY19</b>	<b>Difference</b>	<b>Percent</b>
Wages/Allowance/Training	\$ 243,165	\$ 247,562	\$ 4,397	1.81
Operating Expenses	\$ 205,915	\$ 200,251	\$ (5,664)	(2.75)
Roadway Maintenance	\$ 243,000	0.00	\$ (243,000)	(100.00)
<b>TOTAL</b>	<b>\$ 692,080</b>	<b>\$ 447,813</b>	<b>\$ (244,267)</b>	<b>(35.11)</b>

**Chairperson Speirs moved to pass Article 24 as read, seconded by Selectperson Morrison. Discussion: None: Motion passed.**

**ARTICLE 25:** To see if the Town will vote to accept and apply \$1,705,172.00 of the following **non-property tax revenues** to reduce the total amount authorized to be raised by taxation.

<b>Revenues</b>	<b>Budget</b>		<b>Request</b>	
	<b>FY18</b>	<b>FY19</b>	<b>Difference</b>	<b>Percent</b>
State Municipal Revenue Sharing:	\$ 179,209	\$ 191,575	\$ 12,366	6.90
Motor Vehicle Excise:	\$ 830,000	\$ 867,000	\$ 37,000	4.46
Solid Waste & Recycling:	\$ 110,500	\$ 140,000	\$ 29,500	26.70
Local Road Assistance:	\$ 27,000	\$ 27,000	\$ -	-
Ambulance Service Fees:	\$ 45,000	\$ 65,000	\$ 20,000	44.44
All Other Anticipated Revenues:	\$ 347,492	\$ 414,597	\$ 67,105	19.31
<b>TOTAL</b>	<b>\$ 1,539,201</b>	<b>\$ 1,705,172</b>	<b>\$ 165,971</b>	<b>10.78</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.

**Selectperson Chadbourne moved to pass Article 25 as read, seconded by Selectperson Graham. Discussion: None. Motion passed.**

**ARTICLE 26:** To see if the Town will raise and appropriate an estimated **\$30,000** for overlay for the purposes of granting tax abatements or see what action the Town will take.

**Selectperson Chadbourne moved to pass Article 26 as read, seconded by Selectperson Graham. Discussion: Moderator Kennedy asked for clarification. Town Manager Roy explained that funds are set aside for abatements. Motion passed.**

**ARTICLE 27:** To see if the Town will vote to authorize the Select Board to transfer from the town's undesignated fund balance an amount of **\$100,000.00** for the purpose of reducing the total amount authorized to be raised by taxation for the fiscal year 2019, or see what action the Town will take.

**Selectperson Graham moved to pass Article 27 as read, seconded by Selectperson Speirs. Discussion: None. Motion passed.**

**ARTICLE 28:** To see if the Town will vote to authorize the transfer of **\$47,000** from the Town's undesignated fund balance to be set aside in a committed fund balance account to be expended in future years for providing the property tax assistance, in accordance with the Town's Property Tax Assistance Ordinance or see what action the Town will take. (*Approval of this article will not increase the property tax levy.*)

**Selectperson Graham moved to pass Article 28, seconded by Chairperson Speirs. Discussion: Rob Wood, Milliken Road asked for explanation which as addressed by Town Manager Roy. Motion passed.**

**ARTICLE 29:** To see if the Town will vote to authorize the transfer of **\$6,000** from the Town's undesignated fund balance to be set aside in a committed fund balance account to be expended in future years for the purpose of employee disbursements of earned but not expended benefits or see what action the Town will take. (*Approval of this article will not increase the property tax levy.*)

**Selectperson Morrison moved to pass Article 29 as read, seconded by Chairperson Speirs. Discussion: None. Motion passed.**

**ARTICLE 30:** To see if the Town will vote to allocate funds received from the registration of snowmobiles to Town established snowmobile club(s) for the purpose of maintaining their snowmobile trails to be open to the use of the public at all times.

**Selectperson Morrison moved to pass Article 30 as read, seconded by Selectperson Speirs Discussion: Ed MacAloney of North Road and Nelson Smith shared concerns. Emme Peterson asked what is the amount of income generated. Brian Sites asked what would happen if article was not passed. Town Manager Roy advised it is mandated. Motion passed.**

**ARTICLE 31:** 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.

**Selectperson Morrison moved to pass Article 31 as read, seconded by Selectperson Speirs. Discussion: Kristin Graham spoke against the article. Wendy Wren, Mill Road, asked if it applies to this year only. Vote: 58 Yes 28 No. Motion passed.**

**ARTICLE 32:**



- 1) To see if the Town will vote to make all taxes assessed for the Town's 2019 fiscal year, July 1, 2018 through June 30, 2019, due in two (2) installments, with the first half (1/2) of the total amount assessed due and payable on **October 1, 2018**, and the remaining half (1/2) due on **April 1, 2019**; and to charge **interest** at the rate of eight percent (**8.00%**) per year computed on a daily basis on any portion of the installment due that remains outstanding as of October 2, 2018 or April 2, 2019, 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 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.

**Selectperson Graham moved to pass Article 32 as read, seconded by Selectperson Chadbourne. Discussion: None. Motion passed.**

**ARTICLE 33:** 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.

**Selectperson Graham moved to pass Article 33 as read, seconded by Selectperson Chadbourne. Discussion: None. Motion passed.**

**ARTICLE 34:** 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, 2018, until June 30, 2019. These expenditures may be reflected outside of the Town's approved budget.

**Selectperson Morrison moved to pass Article 34 as read, seconded by Selectperson Graham. Discussion: None. Motion passed.**

**ARTICLE 35:** 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, 2019, to be taken from Undesignated Fund Balance.

**Selectperson Morrison moved to pass Article 35 as read, seconded by Selectperson Graham. Discussion: None. Motion passed.**

Motion to adjourn was made by Katie Murphy, seconded by Selectperson Graham.

A true copy of the warrant,

Attest:  Debbie Allen Grover, Town Clerk