

**Town of North Yarmouth
Select Board Meeting Agenda
Tuesday, March 19, 2019
6:30PM - Town Office Meeting Room**

I. Call to Order

- Executive Session: Poverty Abatement 6:30 pm - 6:50 pm
- Recess: 6:50 pm - 7:00 pm
- Pledge of Allegiance: 7:00 pm

II. Minutes of Previous Meeting(s)

- March 5, 2019

III. Public Comment - Non-Agenda Items

Comments regarding issues, concerns, commendations or matters of general public information are welcome. Individuals shall have three (3) minutes to speak and be asked to state their name & legal residence. The public is encouraged when commenting or expressing points of view about an individual(s) that they do so in a respectful and constructive manner. Topics relating to personnel or personnel matters cannot be acknowledged.

IV. Management Reports & Communications

- Department Head Bi-monthly Reports
- Town Manager's Report

V. Old Business

- Wescustogo Hall & Community Center Project
 - Change Order #10
 - Change Order #11
 - Change Order #12
 - Change Order #13
 - Change Order #15
 - Matrix Update
- Donations - Acceptance

VI. New Business

- Warrant Article Request
- Annual Town Meeting Warrant - Review & Sign

VII. Accounts Payable

- Review & Approval

VIII. Any Other Business

(Board communications of written, electronic, or verbal information to include but not limited to pending or future agenda meeting topics.)

IX. Adjournment

REMINDERS TO THE ATTENDING PUBLIC: Please mute all digital devices; Select Board meetings are open to the public, but the public may not speak unless recognized by the Chairperson first.

Poverty Abatements
CONFIDENTIAL MATTER

EXECUTIVE SESSION

MOTION:

To move that the Select Board enter into executive session to deliberate on an abatement request pursuant to Title 36 MRSA subsection 841 (2) Abatement Procedures.

NOTE: THE APPLICANT'S NAME OR ANY OTHER INFORMATION, WHICH COULD IDENTIFY THE APPLICANT, CAN NOT BE MENTION TO THE GENERAL PUBLIC.

**Town of North Yarmouth
Select Board
Meeting Minutes of March 5, 2019**

Call to Order

Members Present: Jennifer Speirs, William Whitten, Anne Graham, Stephen Morrison and James Moulton. Town Manager Rosemary Roy was also present.

Public Hearing - Proposed Village Center Tax Increment Financing (TIF) District

Selectperson Whitten moved open a public hearing for the proposed Village Center Tax Increment Financing (TIF) District at 7:00 PM. Selectperson Moulton seconded the motion. Discussion: None.
Vote 5 Yes – 0 No

Shauna Cook Mueller of Bernstein Shur gave a presentation on Tax Increment Financing; what it is and how it will impact the Town of North Yarmouth.

Paul Napolitano of Mill Ridge Road asked if residential properties were allowed in the TIF District. If so, how is that captured in regards to taxes paid to the town or school. Shauna Cook Mueller of Bernstein Shur explained that both residential and commercial properties are allowed in the TIF district and are handled in the same manner with taxes paid going into the TIF funds. Residential properties within the district are taxed at the same rate as properties outside of the district. Only a certain percentage of the TIF District can be residential.

Selectperson Moulton asked what the benefit of a TIF District would be to the Town of North Yarmouth. Shauna Cook Mueller of Bernstein Shur explained that there is a greater financial benefit to the town with the TIF in place. The Town of North Yarmouth would keep more tax money with the ability to re-invest it back into town properties.

Selectperson Whitten asked how many other towns in the state of Maine have TIF Districts. Shauna Cook Mueller of Bernstein Shur did not have an exact number of towns, but noted that there are over four hundred (400) TIF Districts in Maine, with some towns having more than one.

Selectperson Whitten moved to close the public hearing at 7:22PM. Selectperson Morrison seconded the motion. Discussion: None. **Vote 5 Yes – 0 No**

Chairperson Speirs moved to authorize that an article be placed on the warrant for the Annual Town Meeting to be held on April 6, 2019, for the purpose to permit the town's legislative body to act on the proposed implementation of the Village Center Tax Increment Financing District. Selectperson Whitten seconded the motion. Discussion: None. **Vote 5 Yes – 0 No**

Minutes of Previous Meeting(s)

Selectperson Whitten moved to approve the minutes of February 19, 2019. Vice Chairperson Morrison seconded the motion. Discussion: There are a few typographical errors that were noted. Under the discussion regarding the School Bus facility, the Town of Cumberland will not be leasing, MSAD 51 will be. **Vote 5 Yes – 0 No**

Public Comment - Non-Agenda Items

None.

Management Reports & Communications:

Town Manager's Report Highlights:

- Widgets or donations accepted from purchasing a brick, piece of wood, or another type of paraphernalia with the option of the name on it in general below the 10% private business use cap

and are private individuals making the donations. Widgets are usually promoted at a specified purchase price that would not be close to the 10% even if a business did purchase a widget. However, the Select Board periodically will need to accept funds collected from widgets at a business meeting.

- The tentative budget meeting scheduled for March 6th has been moved to March 7th.
- The Town Meeting is going to be held in the Greely Arts Center on April 6th at 9AM.
- The Town Office will be closed for renovations from March 15th through March 25th
- Town Manager Roy has spoken with representatives from the school regarding the latest proposal, and their portion of the project will need to be scaled down. This will most likely be done by eliminating one of the school service bays.
- Employee David Whittier will be departing this week from North Yarmouth Public Works department. Going forward we have hired Ron O'Brien who is from the town of New Gloucester and also an employee of NY's Fire Rescue Department.
- Selectperson Whitten moved to cancel the April 2nd Select Board Meeting, accounts payable is to be approved prior to the Annual Town Meeting on April 6th. Chairperson Speirs seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

Old Business

Wescustogo Hall & Community Center Project: The Select Board received an updated matrix for review. There are now scheduled walkthroughs of the project site every other Thursday at noon. Ashley Roan or Ryan Keith at the town office can schedule a tour for whomever would like one.

Proposed Change Orders #16 & #17 are options for automatic door openers. Automatic door openers are not an ADA requirement so therefore were not included in the original design of the building. Barrett Made and OR Ryan Keith believe that the community room door (#120) will be the most used and the best option for the door opener.

Selectperson Whitten moved to approve PCO #17 in the amount of \$6,408.12. Selectperson Moulton seconded the motion. Discussion: Chairperson Speirs feels that there should be door openers at both entrances. Selectperson Moulton noted that the entrance should be clearly marked as a handicapped entrance. Selectperson Graham would like to see one door opener at the main entrance of the building. OR Ryan Keith explained that the parking is closer and the grade to the building is flatter at the community center entrance. Steve Palmer of Mountfort Road voiced his concern over having just one door opener, handicapped people like, and deserve, to have their independence. **Vote 4 Yes – 1 No (Vice Chairperson Morrison).**

Chairperson Speirs moved to reject PCO #16 in the amount of \$12,269.24 for two automatic door openers. Selectperson Moulton seconded the motion. Discussion: None. **Vote 4 Yes – 1 No (Vice Chairperson Morrison).**

Proposed Change Order #18 is to add windows to the storage room next to the kitchen, this would allow for future uses of the room other than storage. Vice Chairperson Morrison moved to reject PCO #18 in the amount of \$4,188.16. Selectperson Graham seconded the motion. Discussion: None. **Vote 5 Yes – 0 No.**

New Business

Relocation of Old Town House/Historical Society: Town Manager Roy met with the North Yarmouth Historical Society to discuss options of relocating the Old Town House from its current location to the village green. The options that the group came up with are 1) Exchange a portion of the Village Green for the entire parcel of the Memorial Hwy. property and deed as required. Or 2) Grant the relocation of the old Town House to the Village Green property with a lifetime lease of the land for \$1.00 And in exchange for the lifetime lease the Town would be deeded ownership of the property on Memorial Hwy.

Selectperson Whitten moved to authorize the Town Manager to add a warrant article to be approved at Town Meeting on April 6th. The warrant article is to be written giving the Select Board final authorization of proper legal documents and surveying to be completed as needed. Selectperson Graham seconded the motion. Discussion: Selectperson Moulton asked if the right of way issue goes away once the land at the existing Town House site is deeded to the town. Town Manager Roy assured him that yes it will be taken care of. **Vote 5 Yes – 0 No.**

Gift of Property to the Town: The Smith Family would like to gift to the Town through a Quitclaim deed 5.91 acres west of the CMP power line near Knights Pond to the Town of North Yarmouth. In addition, the Smith family have entered an agreement with Walnut Hill Investments, LLC developers to buy their remaining land (60 acres) and have proposed to grant to the Town an easement or right of way to pass across Phase 2 of this development providing for a future more favorable travel route. It was stated that the Smith family will write a gift letter and do not expect to claim a tax deduction for the gift. If accepted by the Townspeople at a Town Meeting the Smiths ask that acknowledgment of the gift be provided through an announcement, a sign on the lot, and labeling on maps of the land around Knights Pond Preserve. In addition, they request that the Town pay all closing costs for both parties.

Selectperson Moulton moved to put an article on the Town Meeting Warrant accepting this gift of property. Selectperson Whitten seconded the motion. Discussion: None. **Vote: 5 Yes – 0 No**

Donations – Acceptance: Chairperson Speirs moved to table the acceptance of donations until the next Select Board Meeting.

Accounts Payable – Review & Approval

Chairperson Speirs moved to approve accounts payable warrants 33 & 34 in the amount of \$438,934.61 Selectperson Whitten seconded the motion. Discussion: Selectperson Whitten asked what the meeting room cost for \$2,200 was. Town Manager Roy explained it was for the new meeting room furniture. Selectperson asked about the charges from Fielding's, Town Manager Roy explained that it was the fuel for the temporary heater at the Wescustogo Hall & Community Center project. Selectperson Moulton asked what the charges for Ronald Brown and Sunbelt Rentals were. Town Manager Roy explained they were for boiler repairs at the Fire Department and the heating unit at Wescustogo Hall & Community Center, respectively. **Vote 5 Yes – 0 No.**

Any Other Business

Selectperson Graham let the Board know that Friends of Wescustogo is planning a fundraising event to take place on April 6th after the town meeting.

Adjournment

Chairperson Speirs moved to adjourn.

Ashley P. Roan
Recording Secretary

Select Board

Jennifer Speirs, Chair

Stephen Morrison, Vice Chair

Anne Graham

William Whitten

James Moulton



Town of North Yarmouth

Bi-monthly Report – Municipal Administration Department

Reporting Period: January & February FY19

Collections

	FY18	FY19
• Excise Collection (boat & auto):	\$120,793.60	\$128,234.18
• Inland Fisheries & Wildlife Collections:	\$6,192.33	\$4,477.93
• PAYT Collections:	\$29,627.50	\$24,415.00
• Tax Collections:	\$143,335.00	\$122,313.44

Voting

FY	Democrat	Green	Libertarian	Republican	Un-Enrolled	Total Voters
2018	1091	144	n/a	962	1109	3306
2019	1204	143	n/a	978	1091	3416

Communications

(number of subscribers)

	FY18	FY19
• Reminders From Town Hall	735	767
• Facebook	885	1097
• Instagram	165	253
• Twitter	181	237
• Town Hall Streams	643	139

Changes/Updates

- Work on FY20 budgets continues.
- Have created and uploaded many new informational slides to local access cable channel 1301.
- Selected new IT company to manage and improve the Town's IT needs. ION Networking has begun the off boarding of the former company monitoring software and the onboarding of their monitoring software. They will be moving our server to the 3rd floor of the Town Office. In March they will be moving our email accounts and systems to Windows 365.
- Confirmed the Greely Center for the Performing Arts as the location for the Annual Town Meeting for 4-6-2019.

Project(s) Update

- Attended workshop meeting with members of the Maine Cemetery Association, Maine Funeral Directors Association, legislative lobbyist, State Vital Records Director and staff to amend the current state laws regarding the tracking of cremated remains.
- Arranged meeting with Town Staff and representatives from Aflac to offer and explain insurance programs available to employees (employee expense only).
- Continue to work with Dee from *informe.org* regarding online donation format to meet the needs and wants of the Friends of Wescustogo Committee.
- June 11, 2019 election process has begun. Nominations papers were made available 2/28/2019. Location for the June elections will be the Church of Jesus Christ of Latter Day Saints (247 Walnut Hill Road).

Coming Up

- Training PWD Staff to update their department page on the town website.
- Confirm moderator for Annual Town Meeting.
- Pack and move office items to 3rd floor.
- Quarterly Reporting: Fed 941, State SIT, Unemployment & MSHA.
- Ergonomic work station assessments at the Town Office.

Submitted by: Debbie Grover, Assistant Town Manager



Town of North Yarmouth

Bi-monthly Report - Code Enforcement Department

Reporting Period: January & February FY19

Activity

	FY18	FY19
Occupancy Certificates	2	3
Building Permits	3	8
Plumbing Permits	8	7
Electric Permits	11	11
Septic Permits	1	2
Subdivisions	0	1
Contract Zoning	0	0

Changes/Updates

Code office is busy as usual. Along with several homes being constructed around town we have seen a lot of generators being installed and electrical services being upgraded. The State of Maine has officially incorporated tiny homes into the Mubec Code. North Yarmouth lives under Mubec; the changes give Tiny houses more flexibility within the code. The most prominent change is with stairwell dimensions that access the loft space and egress or emergency exit regulations which became a big problem with the Tiny house movement. We have a few new Tiny Houses in town, but I do not see a huge push or a lot of interest there. I am still working closely with Barrett Made and the Wescustogo Hall project and keeping it moving forward with inspections and ongoing planning of the building and town cooperation. State Permits for the sprinkler system has been filed with Augusta, which was a process in itself, but we are submitted and waiting on our anticipated designs approval, all adjustments have been made. On another note, we have started the daunting task of scanning all of the code files into the computer prepping to eventually make them available to the public via the website and hopefully cutting down the foot traffic in the office and more importantly make us more user-friendly to the public.

Planning

The Planning board has been working on zoning changes again. With the new comp plan in full swing and new smaller lot size requirements in town, there is a need for some housekeeping to try and cut off conflicts within the Land Use Ordinance at the pass. A few conflicting new and old regulations have already been identified, and we are diligently working to make sure any other areas of concern are found they get corrected. On that note, most items are not so much function of the ordinances as they are references needing to be brought up to speed and areas where we believe the new zoning may warrant mention. On the Application side of things, we have another Major Subdivision before us including 3 commercial lots. The proposal is proposed to be built on the Smith property located opposite North Yarmouth Variety, and the Fire Barn along Route 9...also know for vehicle parking during North Yarmouth Fun Day. This is the first application taking advantage of the higher density zoning put in place this fall of 20,000 sq. ft. lots and reduced setbacks.



Bi-monthly Report - Fire Rescue Department

Reporting Period: January 2019 & February 2019 for FY19

Activity

	FY17	FY18
Medical Calls	24	26
Fire Calls	30	20
Patient Evaluations	24	26
Transports	21	18
Public Assistance	3	4
Vehicle Accidents	8	3
Mutual Aid	3	3
Unauthorized Burning	0	0
Total Member Hours on Calls	281.10	154.11
Total Member Hours Training	425.50	480.25
Total Incidents	54	46

Changes/Updates

Lt. Sean Tuemmler will be stepping down as an officer on March 18, 2019. Sean's commitments outside of the department have made committing to the officer level very difficult to manage. He will remain as a valuable member of this department. I posted Lt. Tuemmler's position for a month. After going through the process which included applying for the position, a committee interview, and a Chief's Interview, Deputy Deri and I promoted Alan Morrison to the position of Lieutenant. Alan has been a very active member of the department for 2 years. He holds his Firefighter 1 and 2 certificates and is a Basic EMT.

Five of the seven officers including myself are taking a 3 part National Fire Academy class as a part of Officer Development. The class goes over managing staff, initial size-up, apparatus placement, fire scene operations, and mandated requirements. The class has been critical for our young officer core. It has been a pleasure seeing them learn different techniques and apply them on calls.

Project(s) Update

The upcoming project will be the completion of placing Car 1 in service. We received Car 1 from MHQ in Massachusetts on 03/08/2019. We have budgeted for re-painting the exterior trim and doors at the station. I will be meeting with Andy Hayward to discuss scheduling now that it is getting warmer for a springtime paint.

Coming Up

Working on some 911 Addressing issue, we have come across in town. I am working with codes enforcement on correcting the issue or coming up with a solution to make it better.

Submitted by: Gregory Payson, Fire Rescue Chief

Date: 03/13/2019



Bi-monthly Report - Public Works Department

January/February 2019

General Maintenance of Parks, Cemeteries & Grounds:

- Park trash and dog waste bags every Monday morning
- Plow parking lots after storms Meeting house, and Chandler brook
- Work with sheriff's department on driving around the closed gate in Wescustogo park. Minor wheel rut damage to the lawn
- Working with living well with "Kite Project."
- Extra Plowing and sanding, parking for "Winter Fun Day."

PW Building Maintenance:

- Working on roof repairs for a salt shed, Clear skylight panels are no longer available in the Pattern of the steel roofing. Looking for alternatives to repair cracks in panels. Pole barn roof on hold until decisions about PWs/ bus facility are made.

Heavy Equipment:

- Maintenance of Town fleet; Fire Dept and PW is ongoing
- Taken delivery of new snow pusher from Trafford supplier.
- Very pleased with the operation of New Ford 550 plow truck. This truck is assigned to the "village center area."
- Borrowed Cumberland PWs spare snow blower attachment, Mounted on our sidewalk tractor. Our sidewalk blower in need of rebuild of a bottom, cutting edge mounts. Work in progress.

Road Maintenance:

- Place temporary "BUMP" signs various locations
- Posted "Heavy Loads Limited" signs on town roads
- Picked up road kill several times per week
- Treating salt with "Magic minus zero."
- Picking up bags of dirty adult diapers has slowed down, (Not sure why cold weather? don't smell in the trash.) But has not stopped
- Cleared storm drains and drained puddles in rain events.
- Handled 15 winter storm events. 28 totals for winter. Most all the storms have had some sort of "ICE" sleet and freezing rain. This has hit the salt pile hard. We are not over the salt budget as of this writing, but most likely will be depending on the storms in March and April. The good news is the coldest months and weather are behind us, and we will be spreading salt at lower rates due to generally warmer weather.

Other:

- Assist Barret- Made at WH&CC with plowing, sanding, snow removal with loader.
- Work with Cumberland PWs. MSAD 51, SME on Pws expansion and bus garage project.

Changes/Updates:

- Working on updating winter road policy, and road ordinance

Projects:

- Speed sign uses on hold until spring.
- I am working with the Living Well committee on "speeding Kite project."
- Scheduled street light installation at the intersection of Parsonage Rd and Memorial Highway (CMP can't find the location because it's not lighted at night they have been looking for two years)
- Automatic transfer switch installed on the generator at the town office.

WH&CC Incurred Expenses Outside of Contract Value

Date	Due To	Invoice	Amount	Description
8/3/18	Abatement Professionals	18-331	\$580.00	Abatement of lead and asbestos prior to demo
9/1/18	Maine Municipal		\$854.00	Builders Risk Insurance
10/11/18	S&P Global Services	11359034	\$12,000.00	Analytical services for Bond
10/15/18	IPREO	OP_10033824	\$1,500.00	Electronic distribution of bond funds
10/19/18	Murphy & Company	N5410	\$1,264.60	Bond Costs
10/31/18	Northeast Municipal Advisors	2018-08	\$15,000.00	Bond Consultant
11/1/18	Burnstein Shur	5152-79	\$693.00	Contract review/negotiations
11/6/18	Burnstein Shur		\$11,000.00	Contract review/negotiations
11/7/18	US Bank	5181036	\$3,000.00	Bond fee
Total Expenses			\$45,891.60	
TONY Contingency			\$200,000.00	
Remaining Contingency Before Change Orders			\$154,108.40	
Approved Potential Change Orders			\$125,561.20	
Contingency Balance after Approved PCO's			\$28,547.20	

**excludes potential/allowance/grant/rejected PCO's below.*

Approved Potential Change Orders		
Community Room Expansion (Exterior) - PCO #1	\$ 48,404.17	Approved
Site Work Existing Conditions (Concrete) - PCO #2	\$ 63,713.93	Approved
Rot Repair - PCO #3	\$ 4,674.22	Approved
Gynamisum Drywall - PCO #5 Revised	\$ 2,360.76	Approved
Handicapped Entrance Push Buttons - PCO #17	\$6,408.12	Approved
Total Approved PCO's	\$125,561.20	
Potential Change Orders		
CMP Extras (Pull Box) - PCO #10	\$4,978.34	3/15 SB Meeting
Plumbing & HVAC Changes (Kitchen & Custodial) - PCO #11	\$18,459.82	3/15 SB Meeting
Kitchen Ceiling Change - PCO #13	\$1,893.89	3/15 SB Meeting
Pour Concrete Shim in Kitchen and Room 110 - PCO #15	\$4,212.12	3/15 SB Meeting
Total Unapproved PCO's	\$29,544.17	
Potential Change Orders - Allowance Items		
Fire Alarm & Access Control - PCO #8	\$6,104.54	Approved - Tracked under allowances 17-135 & 17-136
Community Room Changes (Interior) - PCO #12	\$19,045.56	3/15 SB Mtg - to be tracked under Operable Partition Allowance 17-126
Total PCO's to be applied to Allowance Items	\$25,150.10	
Potential Change Orders - Grant Money		
Generator - PCO #9	\$20,000.00	Approved-To be covered under generator grant
Rejected Potential Change Orders - To be covered under builders contingency		
Perimeter Drain - PCO #4	\$ 4,880.00	Rejected
Gynamisum Drywall - PCO #5	\$ 12,595.39	Work performed under builder's contingency
Water lines - PCO #6	\$ 8,619.41	Work performed under builder's contingency
Stage Flooring - PCO #7	\$ 5,520.90	Work performed under builder's contingency
Add Watertable to Building - PCO #14	\$3,891.04	Work performed under builder's contingency
Handicapped Entrance Push Buttons - PCO #16	\$12,629.24	Rejected
Changes to Storage Room #11 - PCO #18	\$4,188.16	Rejected

WESCUSTOGO HALL & COMMUNITY CENTER FACILITY				
Task	Who	Start Date	End Date	Notes
Authorization to Proceed	TM	6/19/18	6/20/18	Letter of authorization for Barrett Made to proceed with the project directed by Select Board. COMPLETE
Local Subcontractor Listing	TM	6/28/18	7/6/18	TM and OR compiling list, to be sent to BM by 7/6. COMPLETE
BM Contract - Commence Construction Pricing	TM/BM	7/7/2018 ONGOING		To be presented to Select Board at 7/7 meeting. Details still being ironed out by BM and NY Attorneys Signed 8/16/18. COMPLETE
Bond Anticipated Note (BAN)/Bond Financing	TM	7/3/18		Financial representative and bond council will be at the 7/3 Select Board meeting. TM has started the bond application process. Interview with S&P was held on 9/25/18; waiting on rating- looks to be favorable. Funding expected end of October. Funds received 10/31/18. COMPLETE.
Master Construction Calendar	BM	7/11/18		Will be available to TM, office staff, Select Board and the public
Bid Solicitation from Subcontractors/Vendors	BM	7/18/18	8/3/18	Bids will be presented by trade and line item. Bids to be presented to SB at 8/28 meeting. Approved by SB 8/28. Electrical subcontractor to be presented at 10/16 SB MTG. COMPLETE
Planning Board Process	BM/CEO	7/10/18	8/7/18	Planning Board Meeting of July 10th. BM information was submitted to CEO 6/20. Next PB Mtg 8/13. PB Approved Plans with a Parking Requirement Waiver at the 8/13 Meeting. COMPLETE
Site Management Plan	BM	7/17/18	8/13/18	Fence location has been finalized. Fence was installed first week in august, Site sign and BM trailer to arrive mid-August. COMPLETED
MMA - Construction Insurance (builder's risk)	TM	Nov-19		Certificates on file, cost \$ 854. for 7/1/18 - 7/1/19.
Close NYMS	TM	7/20/18		Notifications will be sent out 6/29/18. COMPLETED
NYMS - Playground Removal	TM	7/20/18		PWD to remove and store playground. COMPLETED
BM Subcontractor Walkthrough	BM	7/26/18		BM will be onsite with potential subcontractors. COMPLETED
MMA - Remaining Insurance Proceeds	TM	9/17/18		Will not be received until project is complete.
Generator/Grant Funds	Fire Chief	Jul-18		Chief Payson to research grant funds. Application process 7/9-7/25. BM gathering info to fill out paperwork. Submitted 7/25/18. The town received \$20,000 in grant money, to be used for "phase I" of generator installation. Grant Approved
Lead and Asbestos Testing	TM	Jul-18		Ashley is coordinating lead testing of the gym roof and asbestos testing inside the building to be done by the end of July. Testing done 7/24. Report and pricing due 7/27. Pricing came in, will be covered under contract.
NYMS - Murals (high resolution pictures)	TM	7/9/18	8/24/18	Ashley to take pictures. Possibility of having canvas prints made for renovated gymnasium 8/22/18. COMPLETE
Clean Out Building / Storage	TM	7/20/18	8/24/18	Storage containers delivered on 7/19. Most of building contents have been moved to storage trailers as of 7/25, Ashley is researching more storage options. 53 FT Container was purchased, Building is empty. COMPLETE

WESCUSTOGO HALL & COMMUNITY CENTER FACILITY				
Task	Who	Start Date	End Date	Notes
NYMS - Heating/Utilities/Alarms (shutdown)	TM/BM	7/23/18	8/24/18	Oil/boiler, water/sprinklers, propane. Alarm to be disabled 8/24. All utilities are disabled. COMPLETE
Biweekly Meetings with the Select Board	TM/BM	Beginning 8/7/18		OR (Ryan) will have construction reports at each Select Board meeting
Construction Site Signage	BM	Mid- August		BM working on signage and will have for approval by 7/25. Signage Finalized, will be installed along with fencing mid August. COMPLETE
Interior Selective Demolition and Abatement to begin	BM	9/3/18		Interior demolition beginning 9/10/18. 10/9/18 -Interior abatement and demo is complete, exterior demolition starting. Both wings of old building have been removed. Gymnasium interior demo nearing completion
Site Coordination Meeting	BM	9/7/18		Meeting held 9/7 with Dugas, OR, PW Director and BM. COMPLETE
Groundbreaking Ceremony		9/13/18		Ceremony to be held at 10AM - invites going out 8/23/18. COMPLETE
Demo Begins	BM	Sep-18		All possible materials will be transported to the appropriate facilities to be recycled. Demolition beginning week of 10/8/18
Sitework Begins	BM	Nov-18		Ongoing, footings and foundation almost complete
Building Weather Tight	BM	Ongoing		Existing portion of building is now weather tight in order for subcontractors to begin their work, Concrete is being poured and framing will begin after the holidays.
Interior Layouts and Finishes	BM/NY	Ongoing		Electrical layouts of kitchen & Plumbing layouts of gym bathrooms and custodial closet have been selected.
Solar Panels	BM			Ashley coordinating meeting with Revision solar to discuss solar design and financing options week of 10/8/18. Proposals were requested from Sundog Solar, Assured and Revision, Due on 11/7/18. Options to be presented to SB 12/18/18. All solar quotes were rejected at 1/15/19 SB meeting, project is pending new legislature.
Bi-Weekly Construction Progress Photos	AA	Ongoing		Construction progress photos will be taken and posted to the Towns Website, Facebook and Instagram. ONGOING
Heating fuel will be delivered weekly for temp heat	TM/OR	Ongoing		Starting January 1st weekly fuel deliveries will be made to fill the temp heater on site. Cost to be covered by Town of North Yarmouth.
Gymnasium Finishes	AA	Ongoing		Meeting to be coordinated with NY, Peter Bingham and BM to discuss options for gymnasium basketball hoops and line layouts.
Selection of Fixtures	OR	TBD		
Potential Change Orders				
1. Install a fire hydrant on the property BM quoting wall mounted unit. BM presented wall mounted unit to TM and Fire Chief. Chief is getting quotes on a stand alone fire hydrant, possibility of a separate project down the road. Chief has concerns regarding the sprinkler system not having enough flow when the wall mounted fire hydrant is in use. 10/3/18 wall mounted unit will stay, at this time the stand alone unit will not be added to the project. Included in Change Order #1				
2. BM presented a revision to the current building plans, The existing exterior wall of the "community room" is a frost wall, which will be more cost effective to keep in place and add square footage to the building. BM will present a change order for final approval at 11/6/18 SB MTG. Change Order #1 in the amount of \$48,404.17 was approved at 11/20 Select Board Meeting.				
3. There is a slight change in the heating units being installed in the community room; wall cassettes to be installed in lieu of ceiling cassettes. This will have little impact to the design and minimal cost implications. This change is being reviewed and re-designed by Ripcord. Included in Change Order #1				

4. The underlying roof shingles have tested positive for asbestos. The roofing will be removed and all associated costs will be tracked on a time and material basis with a not to exceed \$15,000 budget. Change Order # 2 approved at 12/18/18 Select Board meeting.
5. There is rot at the north side of gymnasium, the sheathing and framing needs to be removed and replaced. BM is looking into the best course of action and will provide a quote. PCO #3 \$4,674.22. Approved 12/4/18.
6. During removal of the existing slabs, Dugas discovered additional frost walls supporting slabs that were not included in the original scope of work. Removal of the extra material will be performed, tracked and a change order will be issued. Change Order # 2 approved at 12/18/18 Select Board meeting.
7. The gable wall in the rear of the building was not originally constructed per code. It will need to be re-framed. Included in Change Order #1
8. Barrett Made proposed adding additional perimeter drains. Discussed with OR Ryan Keith and team. PCO #4- Rejected 11/15/18
9. When the wall material was removed from the gymnasium walls it was discovered that the underlying drywall was in disrepair. To remove and replace damaged drywall - PCO #5 \$12,595.39 . To be completed and paid under Barrett Made contingency. PCO #5 now includes upgraded wall board. Approved 2/5/18
10. Pre-existing waterlines were removed during demolition, it was believed they were in a different location than they actually were. Add roughly 250ft of domestic water line back in - PCO #6 \$8,619.41. To be completed and paid under Barrett Made contingency
11. The stage floor had a layer of cardboard subfloor underneath, when the roof leaked the flooring was damaged and needed to be removed. PCO #7 \$5,520.90. To be completed and paid under Barrett Made contingency
12. Security System (cameras and monitoring) were not built into additional price. Working with SMI networks to add them in, they have offered a package discount. CO forthcoming. See PCO #8. Approved 2/5/18
13. BM proposed a new plan for the community room, deleting the sliding partition wall and installing a fixed wall to provide more space for both the stage and community room. Plans were approved at the 1/23/19 construction meeting. PCO #12 forthcoming.
14. There are plumbing & HVAC changes that go along with the updates made to the custodial closet and kitchen, as well as a change in the heat pump in the community room. PCO #11 \$18,459.82
15. Central Maine Power is requiring a pull box to be installed at the telephone pole on site. Waiting to find out if Fairpoint will require one as well. Fairpoint does not require a pull box. PCO #10 \$4,978.34
16. Barrett Made is finishing up pricing the Generator change order, the change order will be submitted for the grant funds that were secured by Chief Payson. PCO #9 \$20,000. Submitted to grant 3/6/19
17. The entrance doors as designed do not have handicapped mechanisms. There will be two options forthcoming. PCO's 16 & 17. PCO #17 for one door opener was approved at 3/5/19 SB Meeting
18. The town was approached regarding adding a window to the storage room next to the kitchen so that the room can be mixed use. PCO #18 was rejected at 3/5/19 SB Meeting.
19. There is a change in the ceiling tiles being used in the kitchen due to the mechanical room above. PCO #13
20. Barrett Made proposed adding a water table to the siding of the building, this will provide for more durability and longevity of the siding. PCO #14 \$3537.31 was rejected by the town at the 3/6/19 construction meeting but will still be performed and paid for under Barrett Made's contingency.
21. The concrete floors in the storage and kitchen areas was unlevel and needed to be grinded down and filled. PCO #15
Considerations
1. There is a concrete pad behind the building - it may be possible to cut the pad into pavers, move them and create a patio rather than demolishing and throwing away the material. 7/18 it was determined that the pad is not able to be cut and moved, the SB voted in favor of demolishing the pad as originally planned.
2. Replace electrical panel - current panel is unable to be used due to age. BM had anticipated this and included it in the contract. Not CO work.
3. Water Line. RR looking into cost of putting in smaller line. BM and CEO recommended keeping existing for fire suppression system/future expansion. It was decided to keep the existing water line.
4. We have received the bill from CMP for the new transformer, pole and power to the building, the cost is \$26,747.02 to come out of North Yarmouth's contingency.

WESCUSTOGO HALL & COMMUNITY CENTER FACILITY
Construction Team
Barrett Made Project Manager: Bruce Hourigan
North Yarmouth - Owner Representative: Ryan Keith
North Yarmouth - Town Manager: Rosemary Roy
North Yarmouth - Administrative Assistant: Ashley Roan
Barrett Made Director of Design Services: Matthew Ahlberg
Barrett Made - Owner: Rob Barrett
Barrett Made - Design Services: Dylan Baker

**March 13, 2019 - Select Board
Acceptance of Donations**

Revenue Detail Report

Department(s): 400

Account----- Date	Jrnl	Desc---	Current Budget	Debits	Credits
400 - SPECIAL FUNDS					
		4952 - WECUSTOGO HALL BUILDNG FUND	0.00	0.00	1100.00
		Final Total:	0.00	0.00	1,100.00

Recommended Motion:

To move that the Select Board accept on behalf of the Town funds donated and received for the following purposes:

The Wecustogo Hall Building Fund for a total amount of 1,100.00

Hello Rosemary,

I would like to revisit the deadline for local write-in candidates at this year's Town Meeting. I would like the following proposed article to be placed on this year's warrant if possible.

Article: Shall the town adopt to be effective July 1, 2019 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 an election, as now required for state write-in candidates MRSA 21-A § 722-A, or see what action the town will take.

Currently the deadline is one (1) business day before the election.

The proposed article is modeled from the MRSA 21-A § 722-A election laws requiring write-in candidates to declare prior to the election. The Town would be consistent with the state election laws requiring write-in candidates to declare prior to the election.

Forty-five days prior to the election would be an appropriate time frame, it would give the clerk time to have the voting machines programed to accept or reject write in votes, depending on if any candidate had declared. If no candidate has declared by the deadline election staff will not count any write-in votes for those races. Amending this Article allows the Clerk to post a list of declared write-in candidates outside the polls with the specimen ballots, giving the voters accurate information about their choices for candidates in municipal elections.

Currently, all ballots with write-ins are segregate to the auxiliary bin and each ballot must be reviewed by a team of election clerks (this includes all those names like "Mickey Mouse", "Donald Duck", "&*^%\$" and infamous one vote write-in, that always show up every election). Please see the attach Talley Sheet write-ins PDF, you will notice that the majority of the 72 valid write-ins only received one (1) vote.

Thank you for your time and consideration.

Debbie



Debbie Allen Grover
Assistant Town Manager
Town of North Yarmouth
10 Village Square Road
North Yarmouth, ME 04097
Telephone 207-829-3705

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

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?

Selectman Moulton moved to approve Article 25 with an amendment to the forty-five (45) day time frame to be one (1) business day. Chairman Carr seconded the motion with the amendment. Discussion: Resident Anne Graham spoke in favor of the forty-five (45) day time frame. Resident Linc Merrill spoke about declaring yourself as a write in and spoke in favor of the single business day. Resident Pam Ames supports the reduction in time. Resident Steve Morrison inquired when it would go into effect. Resident Nelson Smith spoke against the amendment. **Article 25 passed as amended.**

BUDGET COMMITTEE WRITE-INS 6-14-2016 ELECTION

NAME	VOTES	NAME	VOTES
1 AMES, PAM	2	42 METIEVIER, PAUL	5
2 BASTON, CLARK	1	43 MITCHELL, GARY	1
3 BASTON, MARLEE	1	44 MOULTON, JIM	4
4 BREWER, WOODY	1	45 MOYNIHAN, SCOTT	1
5 BROWN, JEFF	1	46 MURPHY, KATIE	1
6 BROWN, JOE	1	47 NAPOLITANO, PAUL	2
7 CARON, GREGORY	3	48 NICHOLSON, GLORIA	2
8 CASHELL, TIM	1	49 NICHOLSON, TODD	1
9 CHESLEY, PAUL	1	50 PALMER, STEVE	2
10 CLARY, KEVIN	1	51 PECK, PAUL	1
11 CLUFF, DON	1	52 PLUMMER, RANDALL	1
12 COMPERATTO, MILES	1	53 RAVEN, JASON	2
13 COOLIDGE, JESSICA	1	54 RICHARDS, KIM	1
14 CORNISH, JOHN	1	55 ROCKWELL, PAUL	2
15 CRONE, JOHN	1	56 ROCKWELL, TONY	2
16 DILLON, ANNE	1	57 ROSE, SARAH	1
17 ELLIOT, SUSAN	1	58 SIMMONS, MIKE	2
18 FLETCHER, CORY	1	59 SITES, BRIAN	2
19 FOWLER, KEN	1	60 SMITH, CHRISTOPHER	1
20 FRIED, ALAN	2	61 SMITH, DONNA	1
21 GIANDRIA, RAY	1	62 SMITH, NELSON	6
22 GILLIGAN, PATRICK	1	63 SMITH, NORMAN	2
23 GOLDBUR, BRIAN	1	64 THOMPSON, KEITH	1
24 GOLDBURG, KRISTEN	1	65 THOMPSON, WILLIAM	1
25 GORDON, NANCY	1	66 TRAISTER, MICHAEL	2
26 GRAHAM, ANNE	4	67 TUEMMLER, JENNY	1
27 GRAHAM, CAMERON	1	68 WALSH, ANDY	4
28 GROVER, AL	1	69 WEINER, MICHELLE	2
29 GROVER, SANDRA	1	70 WHITTIER, CLARK	3
30 HANG, CHRISOPHER	1	71 WOOD, ROB	3
31 HEATH, MARK	1	72 YOUNG, BILL	1
32 HODGETTS, PAUL	2		
33 HOLMAN, DAVID	1		
34 KNIGHT, LOIS	1		
35 KURTZ, SHARON	4		
36 LACY, PETER	7		
37 LECOURE, CAROL	1		
38 MALE, RANDY	2		
39 MCHENRY, JOSH	2		
40 MCNEIL, JEN	1		
41 MERRILL, LIN	1		



Town of North Yarmouth, Maine
Annual Town Meeting Warrant
Fiscal Year July 1, 2019 - June 30, 2020

To: Clark M. 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 Greely Arts Center located in Cumberland, Maine on Saturday the 6th day of April A.D. 2019, at nine (9) o'clock in the forenoon, then and there to act upon Articles 1 through 24 as set out below, to wit:

The Registrar of Voters gives notice that citizens will be able to register to vote April 6, 2019, from 8:30 AM 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 procedural process.

ARTICLE 3: Shall the Town vote to authorize the municipal officers to accept a gift of 5.91 acres a specified section of property tax map 7, lot 34 and to execute any documents related to the acceptance of said gift, and authorize expenditures relating to the transfer of ownership of the property.

Explanation: The property is owned and being gifted by the Norm Smith family. The 5.91 acres abuts Map 7 Lot 52 that the Town already owns and has some rights of access to the Town property. The property also abuts land owned by the Royal River Conservation Trust. If accepted by the Townspeople the Smith family requests that acknowledgment of the gift be provided through an announcement, a sign on the lot, and labeling on maps of the land around Knights Pond Preserve.

Select Board recommends approval.

ARTICLE 4: Shall the Town vote to authorize the municipal officers to grant the North Yarmouth Historical Society to relocate the Old Town Meeting House (former Town Hall) structure located at 470 Memorial Highway on .25 acres to the town-owned property known as the Village Green located at 475 Walnut Hill Road with a lifetime lease of one-dollar (\$1.00) in exchange for the transfer of ownership of the 470 Memorial Highway property identified as Map 9, Lot 46, and to execute any necessary documents relating to the matter?

Explanation: In the North Yarmouth Historical Society's efforts to restore the old Town Hall it is recognized that locating the structure in the village center area would provide more recognition and accessibility to the public while adding to the character of the town's village center.

Select Board recommends approval.

ARTICLE 5: Shall the town adopt to be effective January 1, 2020 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 MRS A 21-A § 722-A?

Select Board recommends approval.

ARTICLE 6: Shall the following vote be adopted: Shall the voters of the Town of North Yarmouth, Maine designate a municipal development and tax increment financing district known as the “Village Omnibus Municipal Development and Tax Increment Financing District” and adopt a Development Program for the District such approvals to be pursuant to the following findings, terms and provisions?

WHEREAS, the Town of North Yarmouth (the “Town”) is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to designate tax increment financing districts and adopt development programs for such districts; and

WHEREAS, designating the Village Omnibus Municipal Development and Tax Increment Financing District (the “District”) and adopting the District’s development program (the “Development Program”) will help to provide new employment opportunities within the Town, provide opportunities for economic development in the Town and the surrounding region, improve and broaden the tax base in the Town and improve the economy of the Town and the State of Maine; and

WHEREAS, the Town has held a public hearing on the question of designating the District and adopting the Development Program in accordance with the requirements of 30-A M.R.S.A. Section 5226, upon at least ten (10) days prior notice published in a newspaper of general circulation within the Town; and

WHEREAS, the Town shall vote whether to designate the District and adopt the Development Program; and
WHEREAS, it is expected that approval will be sought and obtained from the State of Maine Department of Economic and Community Development, approving the amendments to the District and Development Program.

NOW, THEREFORE BE IT HEREBY RESOLVED BY THE TOWN:

Section 1. The Town hereby approves the Village Omnibus Municipal Development and Tax Increment Financing District and the Development Program therefor; such approval to be pursuant to the following findings, terms and provisions:

Section 2. The Town hereby finds and determines the following, demonstrating the District’s compliance with State statute: North Yarmouth Village Omnibus Municipal Development and Tax Increment Financing District Development Program.

- a. At least twenty-five percent (25%), by area, of the real property within the District, as hereinafter designated, is suitable for commercial uses; and
- b. The total area of the District does not exceed two percent (2%) of the total acreage of the Town, and the total area of all existing and proposed development districts within the Town (including this District) does not exceed five percent (5%) of the total acreage of the Town; and
- c. The original assessed value of all existing and proposed tax increment financing districts (including this District) does not exceed five percent (5%) of the total value of equalized taxable property within the Town as of April 1, 2018; and
- d. The designation of the District and pursuit of the Development Program will generate substantial economic benefits for the Town and its residents, including employment opportunities, broadened and improved tax base and economic stimulus, and therefore constitutes a good and valid public purpose. The Town has considered all evidence, if any, presented to it at the required public hearing with regard to any adverse economic effect on or detriment to any existing business and has found and determined



that such adverse economic effect on or detriment to any existing business, if any, is outweighed by the contribution expected to be made through the District and the Development Program.

Section 3. Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the Town hereby adopts the Development Program presented to Town Meeting in the form attached hereto and such Development Program is hereby incorporated by reference into this vote as the Development Program for the District.

Section 4. Pursuant to the provisions of 30-A M.R.S.A. Section 5227, the percentage of captured assessed value to be retained in accordance with the Development Program is to be established as set forth in the Development Program.

Section 5. The Town Manager or his or her duly-appointed representative, be and hereby is authorized, empowered and directed to submit the proposed designation of the District and the proposed Development Program for the District to the State of Maine Department of Economic and Community Development for review and approval pursuant to the requirements of 30-A M.R.S.A. Section 5226.

Section 6. The Town Manager or his or her duly-appointed representative, be and hereby is authorized and empowered, to make such revisions to the Development Program as he/she, or his/her duly appointed representative, deems reasonably necessary or convenient in order to facilitate the process for review and approval of the District by the State of Maine Department of Economic and Community Development, or for any other reason, so long as such revisions are not inconsistent with this article or the basic structure and intent of the Development Program. North Yarmouth Village Omnibus Municipal Development and Tax Increment Financing District Development Program.

Section 7. The foregoing designation of the District and adoption of the Development Program shall automatically become final and shall take full force and effect upon receipt by the Town of approval of the designation of the District and adoption of the Development Program by the State of Maine Department of Economic and Community Development, without requirement of further action by the Town, the Select Board or any other party.

ARTICLE 7: To see if the Town will vote to raise and appropriate **\$541,126.00** for **Municipal Administration**, or see what action the Town will take.

Municipal Administration	Budget FY19	Request FY20	Difference	Percent
Wages/Allowances/Training	\$ 249,805.00	\$ 307,462.00	\$ 57,657.00	23.1
Operating Expenses	\$ 85,318.00	\$ 84,871.00	\$ (447.00)	(0.5)
Contracted / Professional Services	\$ 67,660.00	\$ 78,716.00	\$ 11,056.00	16.3
Buildings & Grounds	\$ 63,045.00	\$ 61,577.00	\$ (1,468.00)	(2.3)
Communications Committee	\$ 9,950.00	\$ 8,500.00	\$ (1,450.00)	(14.6)
Memorial School Operations	\$ 21,438.00	\$ -	\$ (21,438.00)	(100.0)
TOTAL	\$ 497,216.00	\$ 541,126.00	\$ 43,910.00	8.80

Select Board and Budget Committee recommend approval.

ARTICLE 8: To see if the Town will vote to raise and appropriate **\$192,841.00** for **Community Services**, or see what action the Town will take.

Community Services	Budget FY19	Request FY20	Difference	Percent
Code Enforcement & Planning	\$ 69,219.00	\$ 103,698.00	\$ 34,479.00	49.8
Planning & Economic Growth	\$ 69,400.00	\$ 58,400.00	\$ (11,000.00)	(15.9)
Parks & Recreation	\$ 8,850.00	\$ 11,350.00	\$ 2,500.00	28.2
General Assistance	\$ 7,688.00	\$ 7,688.00	\$ -	0.0
Social Service Agencies	\$ 3,440.00	\$ 3,440.00	\$ -	0.0



ARTICLE 12: To see if the Town will vote to raise and appropriate **\$816,668.00** for **Fixed Expenses**, or see what action the Town will take.

Fixed Expenses	Budget FY19	Request FY20	Difference	Percent
Debt Service	\$ -	\$ 285,900.00	\$ 285,900.00	100.0
Employee Benefits	\$ 265,654.00	\$ 323,435.00	\$ 57,781.00	21.8
Municipal Insurance	\$ 39,767.00	\$ 41,457.00	\$ 1,690.00	4.2
Shared Services NY/Cumberland	\$ 178,994.00	\$ 165,876.00	\$ (13,118.00)	-7.3
TOTAL	\$ 484,415.00	\$ 816,668.00	\$ 332,253.00	68.6

Select Board and Budget Committee recommend approval.

ARTICLE 13: To see if the Town will vote to raise and appropriate **\$549,100.00** for **Capital Improvements Reserves**, or see what action the Town will take.

Capital Reserves	Budget FY19	Request FY20	Difference	Percent
PWD/FRD (Heavy Equipment)	\$ 130,000.00	\$ 130,000.00	\$ -	-
Technology & Communications	\$ 38,900.00	\$ 29,100.00	\$ (9,800.00)	-25.2
Future Land Reserve	\$ 10,000.00	\$ 10,000.00	\$ -	-
Parks & Recreation	\$ 5,000.00	\$ -	\$ (5,000.00)	-100.0
Municipal Facilities/Grounds	\$ 165,000.00	\$ 165,000.00	\$ -	-
Contingency Reserve	\$ -	\$ 5,000.00	\$ -	-
Records Preservation	\$ 15,000.00	\$ -	\$ (15,000.00)	-100.0
Roadway Maintenance	\$ 175,000.00	\$ 210,000.00	\$ 35,000.00	20.0
TOTAL	\$ 538,900.00	\$ 549,100.00	\$ 10,200.00	1.9

Select Board and Budget Committee recommend approval.

ARTICLE 14: To see if the Town will vote to accept and apply **\$2,085,347.00** of the following **non-property tax revenues** to reduce the total amount authorized to be raised by taxation.

Revenues	Budget FY19	Request FY20	Difference	Percent
State Municipal Revenue Sharing:	\$ 191,575.00	\$ 387,000.00	\$ 195,425.00	102.0
Motor Vehicle Excise:	\$ 867,000.00	\$ 965,000.00	\$ 98,000.00	11.3
Solid Waste & Recycling:	\$ 140,000.00	\$ 186,300.00	\$ 46,300.00	33.1
Local Road Assistance:	\$ 27,000.00	\$ 27,000.00	\$ -	-
Ambulance Service Fees:	\$ 65,000.00	\$ 60,000.00	\$ (5,000.00)	-7.7
All Other Anticipated Revenues:	\$ 414,597.00	\$ 460,047.00	\$ 45,450.00	11.0
TOTAL	\$ 1,705,172.00	\$ 2,085,347.00	\$ 380,175.00	2.3

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 **\$30,000** 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 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.

Select Board and Budget Committee recommend approval.

ARTICLE 17: To see if the Town will vote to authorize the transfer of **\$36,000** 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.)*

Select Board and Budget Committee recommend approval.

ARTICLE 18: To see if the Town will vote to authorize the transfer of **\$4,453** 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.)*

Select Board and Budget Committee recommend approval.

ARTICLE 19: 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.

Explanation: It is state mandate that the snowmobile registration money must be appropriated annually by the town for whatever purpose it desires. If all or part of it is appropriated to a snowmobile club, one of the conditions of that appropriation must be that the club's trails are open to public use. Otherwise, it would be an illegal appropriation of public funds for a private group.

Select Board and Budget Committee recommend approval.

ARTICLE 20: 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.

Explanation: *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 20. By State Law, the vote on this article must be by written ballot.*

ARTICLE 21:

- 1) To see if the Town will vote to make all taxes assessed for the Town's 2020 fiscal year, July 1, 2019 through June 30, 2020, due in four (4) installments, with the first quarter (1/4) of the total amount assessed due and payable on **September 15, 2019**, the second quarter (1/4) due **December 15, 2019**, the third quarter (1/4) due **March 15, 2020**, and the remaining quarter (1/4) due on **June 15, 2020**; and to charge **interest** at the rate of eight percent (**9.00%**) per year computed on a daily basis on any portion of the installment due that remains outstanding as of September 16, 2019, December 16, 2019, March 16, 2020, and June 16, 2020.
- 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.

Select Board recommends approval.

ARTICLE 22: 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 23: 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, 2019, until June 30, 2020. These expenditures may be reflected outside of the Town's approved budget.

Select Board recommends approval.

ARTICLE 24: 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, 2020, to be taken from Undesignated Fund Balance.

Select Board recommends approval.

Given unto our hands this 19th day of March 2019 at North Yarmouth, Maine.

Select Board

Jennifer Speirs, Chairperson

Steve Morrison, Vice Chairperson

Anne Graham

James Moulton

William Whitten



A true copy of the warrant,

Attest: _____, Debbie Allen Grover, Town Clerk

RETURN OF THE WARRANT

North Yarmouth, Maine _____, 2019

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 ____ day of March, 2019, being at least seven days before the meeting.

Clark M. Baston, Resident

