

**SPECIAL
TOWN MEETING WARRANT
May 13, 2015**

SAGADAHOC, s.s.

To: Deborah Locke, a resident of the Town of Woolwich in the County of Sagadahoc and the State of Maine.

GREETINGS:

In the name of the State of Maine, you are required to notify and warn the voters of the Town of Woolwich in the said County qualified by law to vote in town affairs to meet at the Woolwich Central School at 137 Nequasset Road in said Town, on Wednesday, the 13th day of May A.D. 2015 at Six o'clock in the afternoon, then and there to act on Articles 1 through 37, all of said articles being set out, to wit:

Article 1

To elect a Moderator to preside at said meeting and to vote by written ballot.

Revenue

Article 2 To see if the Town will set the dates of **October 1, 2015** and **April 1, 2016** when taxes are due and payable and to see if the Town will fix the interest rate on unpaid taxes at **7% (seven percent)** per annum (36 MRSA §505.4) and to set the dates that interest starts on unpaid taxes **thirty (30) days** after each due date.

Article 3 To see if the Town will vote to set an interest rate to be paid by the Town on taxes that have been paid, but are either abated or overpaid and refunded at **3% (three percent)** for the 2015-2016 tax year. (36 MRSA § 506-A)

Article 4 To see if the Town will vote to transfer all unexpended balances and overdrafts to Undesignated Fund Balance except those listed below to be carried forward. The Selectmen are authorized to expend funds out of these carry forward accounts for the purpose for which they were established or to allow them to lapse.

List of Accounts to be carried forward

Compensatory/Vacation Time	Woolwich EMS Donations Account
Employee Health Trust Account	Dry Hydrants Account
Contingent Account	Subdivision Accounts
Insurance Account	Roads and Bridges Account
Litigation Account	Computer System Account
Conservation Commission Account	Tar Account
Comprehensive Planning Account	Snow Removal Account
Planning Board Account	Town Roads Block Grant
Municipal Building Operations	Animal Control Account
Cable TV Account	Woolwich Emergency (WEMA) Account
Office Operations	Fire Department Operations
Supplements and Abatements	Hydrant Rental
Emergency 911	Street Lights
Fire Department Gift Account	Septic System
Woolwich EMS Account	Solid Waste Account
Landfill Closure Account	General Assistance Account
Fish Way Account	EMS Rescue Billing Account
Right of Way Account	Nequasset Church Account
Cemeteries Account	Shellfish Account
Recreation Committee Account	Town Clock Account
Animal Shelter Account	Monument Committee Account
Municipal Buildings Reserve Account	Emergency Vehicle Reserve Account
Generator Reserve Account	Septic Reserve Account
Vital Records Book Repair Account	Air Pack Replacement Account
ICMA-RC Town Match Account	Street Sign Account
Tax Mapping Account	Heating Assistance Account

Article 5 **a)** To see what sum the Town will vote to appropriate from the Undesignated Fund Balance Account to reduce the tax commitment.

Note: The Board of Selectmen recommends up to
\$900,000.00

2014 recommendation \$900,000.00

b) To see if the Town will vote to authorize the tax collector or treasurer to accept prepayments of taxes not yet committed pursuant to 36 M.R.S.A §506.

c) To see if the Town will vote to appropriate up to **\$20,000.00** from the Undesignated Fund Balance Account to pay for abatements and applicable interest granted during this fiscal year.

2014 appropriation up to \$20,000.00

Article 6 To see if the Town will vote to authorize the Board of Selectmen to apply for available grants, to receive said grants, and to expend the grant funds for the purposes stated in the grant and to see if the Town will vote to appropriate up to **\$20,000.00** from the Undesignated Fund Balance Account as the Town's share of any approved grants.

Article 7 a) To see if the Town will vote to authorize the Selectmen to sell or dispose of various items that serve little or no purpose in the operation of the town.

b) To see if the Town will vote to authorize the Selectmen to accept donations and to authorize them to use the donations as they see fit or as the donor directs.

Article 8 To select a fish commissioner for a five year term.

John D. Chapman (2015-2020)

Article 9 a) To see what action the Town will take in regard to the alewives privileges at Nequasset and Back River Creek for the coming year.

b) To see if the town will authorize the Fish Commissioners, on behalf of the town, to use funds from the yearly sale of alewife privileges collected in the Fish Way Account for maintenance purposes of the Fish Way buildings and property. The Fish Commissioners are responsible for maintenance decisions. As the Fish Way property is shared with the Bath Water District, the Fish Commissioners will coordinate with them on matters related to the Alewife privileges. Where an expenditure is expected to be greater than \$1,000, the planned Fish Way maintenance project will be presented to the Selectboard for their agreement. Use of Fish Way funds for purposes other than Fish Way purposes shall be subject to a vote of the town.

Article 10 To see if the Town will vote to authorize the Selectmen, on behalf of the Town, to sell and dispose of any real estate acquired by the Town for non-payment of taxes, on such terms as they deem advisable, and to authorize them or the Treasurer to execute Quit Claim Deeds and Transfer Tax Documents on same.

The following article must be voted by written ballot.

Article 11 To see if the Town will vote to increase the property tax levy limit of **\$504,718.00** established for the Town of Woolwich by State law in the event that the municipal budget approved under the following articles will result in a tax commitment that is greater than that property tax levy limit.

Note: This article is needed because the LD1 Tax Reform Legislation does not take into account the Town's use of Surplus to reduce taxes when processing the commitment of taxes and the appropriations approved during this Town Meeting will exceed the tax levy cap.

Personnel & Town Officers

Article 12 To see if the Town will vote to raise and appropriate the sum of **\$33,436.00** for the compensation of the Town Clerk, Deputy Treasurer/Deputy Tax Collector and to authorize the Selectmen to spend any amount up to \$33,436.00.

2014 appropriation \$32,877.00

Article 13 To see if the Town will vote to raise and appropriate the sum of **\$45,797.00** for the compensation of the Town Administrator/Town Treasurer and to authorize the Selectmen to spend any amount up to \$45,797.00.

2014 appropriation \$45,031.00

Article 14 To see if the Town will vote to raise and appropriate the sum of **\$36,248.00** for the compensation of the Tax Collector, Deputy Town Clerk and to authorize the Selectmen to spend any amount up to \$36,248.00.

2014 appropriation \$35,642.00

Article 15 To see if the Town will vote to raise and appropriate the sum of **\$33,000.00** for the Employee Health Insurance Account.

2014 appropriation \$40,150.00

Article 16 a) To see what sum of money the Town will vote to pay the Town Officers for the ensuing year:

	<u>2014</u>	<u>2015</u>
Selectman	\$3,000.00	\$3,000.00
Selectmen	3,000.00	3,000.00
Selectmen	3,000.00	3,000.00
Selectmen	3,000.00	3,000.00
Selectmen	3,000.00	3,000.00
Board Chairman	1,500.00	1,500.00
Board Vice Chairman	500.00	500.00
Ballot Clerks	2,000.00	2,000.00
Registrar of Voters	250.00	250.00
Moderator	200.00	200.00
Workers Compensation	8,000.00	8,000.00
Unemployment Compensation	1,500.00	1,500.00
Social Security	17,808.00	17,900.00
Comp/Vacation Time Reimb	2,400.00	2,400.00
ICMA-Retirement Account	<u>2,839.00</u>	<u>2,874.00</u>
\$51,997.00	\$52,124.00	<u> </u>

b) To see what sum, if any, the Town will vote to raise and appropriate for the Town Officers' Account for the ensuing year.

Recommended \$52,124.00

2014 appropriation \$51,997.00

c) To see if the Town will vote to raise and appropriate the sum of **\$6,000.00** for the salary (including mileage) to the Animal Control Officer (ACO) and to authorize the Selectmen to spend any amount up to \$6,000.00.

2014 appropriation \$6,000.00

d) To see if the Town will vote to raise and appropriate the sum of **\$23,122.00** for the salary of the Codes Enforcement Officer, Building Inspector and Licensed Plumbing Inspector and to authorize the Selectboard to spend any amount up to \$23,122.00.

2014 appropriation \$22,735.00

General Government

Article 17 To see if the Town will vote to raise and appropriate such sums of money as may be necessary for the following Town Accounts:

	Appropriated 2014	2015
General Assistance	\$5,000.00	\$5,000.00
Nequasset Church	200.00	-0-
Cemeteries	400.00	500.00
Veterans' Graves	-0-	-0-
ACO Contingent	500.00	500.00
Codes Officer Contingent	1,500.00	2,000.00
Health Officer Contingent	500.00	500.00
Health Officer Salary	1,200.00	1,200.00
Fish Way, Up Keep/Repair	-0-	-0-
Animal Control & Care*	3,963.00	3,963.00
Planning Board	-0-	1,000.00
Conservation Commission	-0-	-0-
Agriculture Committee	-0-	-0-
Comprehensive Planning	-0-	-0-
Board of Appeals	100.00	100.00
Recreation Committee	2,000.00	2,000.00
Solid Waste Committee	2,500.00	2,500.00
Monument Committee	1,560.00	2,500.00
Contingent	10,000.00	10,000.00
Repair of Vitals Books	500.00	500.00
	<u>\$29,923.00</u>	<u>\$32,263.00</u>

* Animal Control & Care for care of the Town's stray, homeless pets at Coastal Humane Society Kennel or a similar facility and for vet and medical cost associated with the care of these animals.

Article 18a To see if the town will vote to move the 2015/16 Patten Free Library operations funding question to the June election to be voted on by secret ballot.**

***Note: Selectboard received a petition in February 2015, signed by 181 registered Woolwich voters, asking "to make this as an article to the town warrant in May 2015, moving this donation to the local ballot in November each year." The town cannot legally vote to do this in perpetuity because the town doesn't have a charter. However, it may be moved to June or November one year at a time if so voted at Town Meeting or by Selectboard authority with proper notification and public hearing. If 18a passes then 18b will be dismissed and the vote*

moves to the June Election. If 18a fails then you will vote on 18b.

Article 18b To see if the town will vote to raise and appropriate the sum of **\$50,688.00** to support the operating costs of the Patten Free Library and to authorize the Selectmen to spend any amount up to \$50,688.00.

2014 Appropriation \$49,203.00

Article 19 To see if the town will vote to raise and appropriate the sum of **\$35,800.00** for the Office Operations account. The approximate breakdown of the account is as follows:

	<u>2014</u>	<u>2015</u>
Town Reports	\$2,400.00	\$2,400.00
Telephone and fax machine monthly usage	1,600.00	1,600.00
Postage (twice/year tax bills, etc.)	5,000.00	5,000.00
Office and computer supplies	3,000.00	3,000.00
Advertising	1,500.00	2,000.00
Printing (stationary, forms, etc.)	500.00	500.00
Computer support contract & software	10,000.00	10,000.00
Automated equipment maintenance	7,000.00	6,000.00
Training - seminars and manuals	1,500.00	1,000.00
Association dues	300.00	300.00
Election supplies and materials	2,000.00	1,500.00
Office operations contingent	1,500.00	1,500.00
Mailing machine	1,000.00	1,000.00
Voting Machine System	-0-	-0-
	<u>\$37,300.00</u>	<u>\$35,800.00</u>

2014 appropriation \$37,300.00

Article 20 To see if the town will vote to raise and appropriate the sum of **\$31,700.00** for the Municipal Building Operation of Plant account. The approximate breakdown of the account is as follows:

	<u>2014</u>	<u>2015</u>
Electricity/ CMP	\$6,700.00	\$6,700.00
Water/ BWD	1,500.00	1,500.00
Heating fuel/ oil	6,000.00	5,000.00
Photocopier Lease	3,200.00	3,600.00
Mowing and grounds maintenance	2,690.00	2,400.00
Furnace maintenance/repair	300.00	300.00
Building sprinkler system contract	1,000.00	700.00
Security system contract/maintenance	800.00	800.00
**Cleaning Services	3,100.00	5,100.00
Misc supplies and general building maintenance (hardware, etc.)	4,000.00	4,000.00
Elevator Maintenance	-0-	1,600.00
	<u>\$29,290.00</u>	<u>\$31,700.00</u>

2014 appropriation \$29,290.00

*****Note: Cleaning Bid also includes the annual stripping/waxing of tile floors and the shampooing of the carpets.***

Article 21 To see if the Town will vote to raise and appropriate the sum of **\$20,000.00** for the Town's insurance.

Note: Art. 21 includes all municipal buildings, contents, vehicles & tax acquired properties.

2014 appropriation \$19,000.00

Article 22 To see if the Town will authorize the Board of Selectmen to sign a one year contract with an Assessing Agent for the purpose of assessing and maintaining the equity of the property assessments. Further, to see if the town will vote to raise and appropriate the sum of **\$20,100.00** as payment to the Assessing Agent.

2014 appropriation \$19,800.00

Article 23 To see if the Town will vote to raise and appropriate the sum of **\$2,000.00** to update the property tax maps.

2014 appropriation \$2,000.00

Article 24 To see if the Town will vote to raise and appropriate the sum of **\$2,000.00** for the "Computer Replacement Account".

2014 appropriation \$3,500.00

Article 25 To see if the Town will vote to raise and appropriate the sum of **\$3,850.00** for the payment of membership dues for the Maine Municipal Association.

2014 appropriation \$3,800.00

Article 26 To see if the Town will vote to raise and appropriate the sum of **\$8,700.00** to pay the Auditor.

2014 appropriation \$8,700.00

Article 27 To see if the Town will vote to raise and appropriate the sum of **\$3,000.00** for the Town's Litigation Account.

2014 appropriation \$10,000.00

Article 28 a) To see if the Town will vote to raise and appropriate the sum of **\$30,000.00** for the Municipal Building note principal.

b) To see if the Town will vote to raise and appropriate the sum of **\$10,000.00** for the Municipal Building note interest.

2014 appropriations \$30,000.00
\$10,867.00

Health/Welfare and Sanitation

Article 29 To see if the Town will vote to raise and appropriate the sum of **\$5,700.00** for the continued sampling of ground water from the installed surface water test sites at the landfill.

2014 appropriation \$4,600.00

Article 30 a) To see if the Town will vote to adopt a pay-per-bag plan for non-recyclable trash charging \$2.00 per 30 gallon bag and \$1.00 per 15 gallon bag and to authorize the Selectpeople to enter into a contract with Waste Zero to administer the program.**

****Note: Pine Tree Waste will still be providing curbside trash pick-up and the town will be responsible for tipping fees. Therefore, all revenues from the sale of trash bags will be used to reduce the cost of the tipping fees. Recycling pick-up will remain the same.**

b) To see if the Town will vote to raise and appropriate the sum of **\$266,550.00*** for the complete weekly curbside refuse collection and bi-weekly curbside recycling collection for year three of a three year contract extension for this service with Pine Tree Waste, Inc.

2014 appropriation \$262,870.00

***Breakout of total cost is as follows:**

Weekly Curbside Collection, Trash =	\$122,678.64
Bi-Weekly Curbside Collection, Recycling =	\$ 54,010.80
Disposal (Tipping) Fee based on est.1000tons =	<u>\$ 89,860.00</u>
	\$266,549.44

c) To see if the Town will appropriate a sum not to exceed **\$25,000.00** from the Undesignated Fund Balance Account for the Selectboard to use if necessary for unanticipated solid waste disposal/recycling costs.

d) To see if the Town will raise and appropriate the sum of **\$2,000.00** for the Household Hazardous Waste Collection event.**

****Note: Each year in May, the City of Bath, along with area towns, sponsors a Household Hazardous Waste Collection Day. Citizens sign up to dispose of such items as oil based paints, fuels, solvents, insecticides, etc. You must preregister.**

2014 appropriation \$2,000.00

Highways and Bridges

Article 31 To see if the Town will vote to raise and appropriate such sums of money as may be necessary for the following accounts:

	<u>2014</u>	<u>2015</u>
Roads and Bridges	\$ 60,000.00	\$ 60,000.00
Street Signs	1,000.00	1,000.00
Hot Topping	82,000.00	90,000.00
Snow Plowing	413,148.00	413,148.00
Street Lights	4,100.00	4,100.00
Culvert Repair	-0-	-0-
	<u>\$560,248.00</u>	<u>\$568,248.00</u>

Article 32 a) To see if the Town will authorize the Selectmen to remove up to **\$61,000.00**, if available, from the Local Road Assistance Program (LRAP) account for hot topping town roads.

b) To see if the Town will authorize the Selectmen to spend any additional LRAP funds for whatever "highway purpose" the Selectmen and the Road Commissioner deem appropriate.

Protection

Article 33 a) To see if the Town will raise and/or appropriate such sums of money as may be necessary for the following accounts (Appropriate \$600.00** from WEMA account and raise & appropriate \$68,678.50 through taxation):

	<u>2014</u>		<u>2015</u>
Hydrants (Bath)	\$15,511.00	12 @ \$1,362.58	\$16,351.00
(Wiscasset)	19,046.00	13 @ \$1,412.92	18,368.00
Fire Chief	7,284.50		7,284.50
EMS Director/Asst. Chief	2,050.00		2,050.00
Asst. Chief	2,050.00		2,050.00
Captain 1	1,281.25		1,281.25
Captain 2	1,281.25		1,281.25
Lieutenant 1	640.50		640.50
Lieutenant 2	640.50		640.50
Deputy EMS Director	1,281.00		1,281.00
EMS 1 st Assistant	640.50		640.50
Four sets of NFPA/OSHA Clothing	8,500.00		8,500.00
WEMA*	-0-		-0-
WEMA Director**	600.00		600.00
Inoculations/Physicals	2,500.00		2,500.00

Emergency 911	100.00	150.00
Generator Service	-0-	-0-
Generator Replacement Acct	800.00	1,000.00
Air Packs	2,500.00	2,500.00
Fire Hose	2,000.00	2,000.00
Fire Dept. Computer	<u>1,000.00</u>	<u>1,000.00</u>
	\$69,706.50	\$69,278.50

* Note: WEMA stands for Woolwich Emergency Management Agency

** Stipend to be appropriated from WEMA Account - no new tax dollars

b) To see if the Town will vote to raise and appropriate the sum of **\$88,700.00** for the **Fire Department** account.

The breakdown of the account is as follows:

	<u>2014</u>	<u>2015</u>
Office Supplies/Expenses	\$1,200.00	\$1,400.00
Truck Fuel	6,000.00	5,000.00
Equipment Repairs	5,000.00	5,500.00
Truck Repairs	12,500.00	12,500.00
Laundry	350.00	350.00
Contingent Account	5,000.00	5,000.00
Telephone	1,500.00	1,300.00
Training Expenses	3,100.00	3,100.00
Travel Expenses	250.00	250.00
New Equipment	15,000.00	15,000.00
Station Supplies	1,500.00	2,000.00
Fire Prevention	1,300.00	1,300.00
Wages	<u>36,000.00</u>	<u>36,000.00</u>
	\$88,700.00	\$88,700.00

c) To see if the Town will vote to raise and appropriate the sum of **\$44,000.00** for the Woolwich **Emergency Medical Service** Account. The breakdown of the account is as follows:

	<u>2014</u>	<u>2015</u>
AED's	\$2,000.00	\$2,000.00
Annual Fees	1,500.00	1,500.00
Billing Fees	500.00	500.00
Clothing	2,000.00	2,000.00
Communications	4,000.00	4,000.00
Contingency	500.00	500.00
Fuel	1,000.00	1,000.00
Medical Equipment	4,500.00	4,500.00
Medical Exams	1,000.00	1,000.00
Medical Supplies	6,000.00	6,000.00
Office Supplies	1,000.00	1,000.00
Payroll	12,000.00	12,000.00
Training	5,000.00	5,000.00
Vehicle Maintenance	<u>3,000.00</u>	<u>3,000.00</u>

\$44,000.00

\$44,000.00

Miscellaneous Donations

Article 34 To see if the Town will vote to appropriate **\$400.00** from the Snowmobile Registrations Reimbursement for the Nequasset Trailbreakers Snowmobile Club.

2014 appropriation \$400.00

Article 35 To see what sum of money the Town will vote to donate to the following local agencies:

	2014 <u>Appropriated</u>	2015 <u>Donate</u>
Bath Area Family YMCA	500.00	500.00
Bath Area Senior Citizens Center	825.00	825.00
Big Brothers/Big Sisters Bath/Brunswick	600.00	600.00
Coastal Trans	1,400.00	1,400.00
Jesse Albert Dental Clinic	2,500.00	2,500.00
Maine Maritime Boat Program	5,000.00	5,000.00
Midcoast Maine Community Action (CED)	1,440.00	1,440.00
Spectrum Generations	1,953.00	1,953.00
Sweetser	3,084.00	3,084.00
Tedford Housing	700.00	700.00
Woolwich Historical Society	1,000.00	1,000.00
Woolwich Junior Athletics	<u>3,500.00</u>	<u>3,500.00</u>
	\$22,502.00	\$22,502.00

Article 36 To see if the Town will vote to raise and appropriate the sum of **\$22,502.00** for donations to local agencies/organizations.

2014 appropriation \$22,502.00

Ordinances

Article 37 Shall the ordinance entitled "Floodplain Management Ordinance" that was enacted May 7, 2008 be repealed and be replaced by an ordinance entitled "Floodplain Management Ordinance for the Town of Woolwich" as updated to reflect the changes in the new 2015 FEMA Flood Insurance Rate Maps in order to be in compliance with the National Flood Insurance Program (NFIP).

**Copies of ordinance and maps are on file in the Town Clerk's office

The Registrar of Voters will be available at the meeting to register new voters and to correct the voting list.

A person who is not a registered voter may not vote in any election.

Hereof fail not and make due returns of this Warrant with your doings thereof to the Town Clerk and place of holding such meeting.

Given unto our hands this 4th day of May, 2015.

David A. King, Sr.

Jason A. Shaw

Dale E. Chadbourne

Allison L. Hepler

Lloyd F. Coombs, Jr.

Attest:

Janice E. Bradford
Town Clerk of Woolwich, Maine

RETURN OF WARRANT

Woolwich, Maine

May __, 2015

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 the purposes therein named, by posting an attested copy of said warrant at the Woolwich Town Office, the Clipper Mart, the Woolwich Post Office and at Woolwich Central School in said Town, being public and conspicuous places in said Town, on the _____ day of May, 2015, being at least seven days before the meeting.

Deborah Locke, Resident of Woolwich