**WARRANT FOR TOWN MEETING**

**TOWN OF BROWNFIELD**

**FOR FISCAL YEAR JULY 1, 2018 – JUNE 30, 2019**

To: Wanda Bartlett, a citizen of the Town of Brownfield, County of Oxford, State of Maine.

Greetings: In the name of the State of Maine, you are hereby required to notify and warn the voters of the Town of Brownfield, in said County, qualified by law to vote in Town affairs, to meet in the Brownfield Town Office in said Town on Tuesday, the 12th day of June 2018 A.D. from 8:00 A.M. until 8:00 P.M. for the election of Town Officials and the vote on any referendum questions. The polls will open as soon as Article 01 has been acted upon. All other articles, beginning with Article 02, will be voted upon at the Brownfield Community Center on Wednesday, the 13th day of June 2018 A.D. at 7:00 P.M.

**ARTICLE 01** To elect a Moderator to preside at said meeting who will follow the Rules of

Procedure from the Maine Moderators Manual.

**Gene Bergoffen was elected as Moderator**

**ARTICLE 02** To see if the Town will vote to dispense with the checklist.

**Moved and Seconded. Article Carried as written.**

**ARTICLE 03** To see if the Town will vote to authorize the Selectmen to appoint all necessary Town

Officials in accordance with 30-A MRSA 2601.

**Moved and Seconded. Article Carried as written.**

**ARTICLE 04** To see if the Town will vote to raise and appropriate the sum of **$473,781** for payroll

and benefits.

|  |  |  |
| --- | --- | --- |
|  | **2017/2018** | **2018/2019** |
| Selectmen’s Assistant\* | 25,818 | 25,818 |
| Tax Collector/Treasurer\* | 35,464 | 35,464 |
| Town Clerk\* | 30,894 | 30,894 |
| Code Enforcement Officer\* | 19,502 | 19,502 |
| Animal Control Officer\* | 3,191 | 3,191 |
| Planning Board Secretary\* | 3,081 | 7,430 |
| Recreation Director\* | 21,838 | 22,027 |
| Public Works Director\* | 46,040 | 45,760 |
| PW Employee 1\* | 32,901 | 34,612 |
| PW Employee 2\* | 32,901 | 31,200 |
| TS Employee 1\* | 14,140 | 14,140 |
| TS Employee 2\* | 12,012 | 12,376 |
| Fire Chief\* | 43,200 | 43,200 |
| Fire Department Members\* | 15,450 | 15,450 |
| Selectmen\* | 9,270 | 9,270 |
| Registrar\* | 2,122 | 2,122 |
| OT for PW Employees\* | 8,498 | 8,498 |
| PW Extra Manpower\* | 4,017 | 4,017 |
| FICA | 27,593 | 27,920 |
| Retirement | 5,186 | 5,707 |
| Health Insurance | 73,709 | 75,183 |
| **TOTAL PROPOSED** | **466,827** | **473,781** |

**\*Note: An amended bookkeeping error changed the proposed total from the Budget Committee**

**Recommendation**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 05** To see if the Town will vote to raise and appropriate a 3% cost of living adjustment

for all Town employees (\*). If approved this would be in addition to the payroll

requested in Article 04. This amount including FICA and retirement (if applicable)

would be **$11,939**.

**Budget Committee Recommendation: $11,939 (7-1-1)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 06** To see if the Town will vote to raise and appropriate the sum of **$120,058** for the

fixed costs portion of Administrative expenses.

|  |  |  |
| --- | --- | --- |
|  | **2017/2018** | **2018/2019** |
| Insurance | 39,280 | 39,280 |
| Operational Expenses | 9,500 | 9,500 |
| Custodian | 2,234 | 2,234 |
| Plumbing Inspector | 100 | 100 |
| Fire Warden | 100 | 100 |
| Health Officer | 100 | 100 |
| Audit Expense | 6,800 | 6,800 |
| Bookkeeping | 4,500 | 12,000 |
| Dues | 2,700 | 2,700 |
| Computer Licensing | 8,372 | 11,000 |
| Computer Maintenance | 2,000 | 4,000 |
| Security System | 300 | 300 |
| Cemetery Lots/Maintenance | 5,010 | 6,200 |
| Harvest Hills Animal Shelter | 1,597 | 1,597 |
| Fryeburg Rescue | 24,060 | 24,147 |
| **TOTAL PROPOSED** | **106,653** | **120,058** |

**Budget Committee Recommendation:** **$120,058 (9-1-0)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 07** To see if the Town will raise and appropriate the sum of **$58,100** for non-fixed costs

portion of administrative expenses.

**WARRANT FOR TOWN MEETING**

**TOWN OF BROWNFIELD**

**FOR FISCAL YEAR JULY 1, 2018 – JUNE 30, 2019**

|  |  |  |
| --- | --- | --- |
|  | **2017/2018** | **2018/2019** |
| Ballot Clerks | 600 | 1,000 |
| Mileage/Fuel | 800 | 1,500 |
| Contingency | 2,500 | 2,500 |
| Election Expense | 900 | 900 |
| Tax Map Update | 1,500 | 1,500 |
| Town Report | 1,000 | 1,000 |
| Seminars & Training | 1,500 | 1,500 |
| Legal | 8,000 | 15,000 |
| General Assistance | 5,000 | 5,000 |
| Office Expense | 10,000 | 15,000 |

|  |  |  |
| --- | --- | --- |
| Computer Replacement | 2,000 | 2,000 |
| Memorial Flags & Markers | 1,500 | 1,500 |
| Abatements | 1,000 | 1,000 |
| Street Lights | 8,200 | 8,200 |
| Veteran’s Grave Repair | 500 | 500 |
| **TOTAL PROPOSED** | **45,000** | **58,100** |

**Budget Committee Recommendation**: **$58,100 (10-0-0)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 08** To see if the Town will vote to raise and appropriate the amount **$1,600** for the

operational expenses of the Animal Control office. It is recommended to apply **$1,600**

from the Animal Control Reserve Account to offset these expenses.

|  |  |  |
| --- | --- | --- |
|  | **2017/2018** | **2018/2019** |
| Supplies | 250 | 250 |
| Cell Phone | 700 | 700 |
| Training | 150 | 150 |
| Mileage | 500 | 500 |
| Immunizations/Medical Needs | 0 | 0 |
| **TOTAL PROPOSED** | **1,600** | **1,600** |

**Budget Committee Recommendation:** **$1,600 (8-0-0)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 09** To see if the Town will vote to raise and appropriate the amount of **$6,396** for the

Planning Board expenses.

**WARRANT FOR TOWN MEETING**

**TOWN OF BROWNFIELD**

**FOR FISCAL YEAR JULY 1, 2018 – JUNE 30, 2019**

|  |  |  |
| --- | --- | --- |
|  | **2017/2018** | **2018/2019** |
| Mileage/Fuel | 150 | 150 |
| Seminars | 500 | 500 |
| Land Use Law Books | 0 | 100 |
| Postage | 75 | 150 |
| Advertising | 300 | 150 |
| Supplies | 0 | 250 |
| Website | 0 | 96 |
| Legal | 3,000 | 5,000 |
| **TOTAL PROPOSED** | **4,025** | **6,396** |

**Budget Committee Recommendation:** **$6,396 (6-0-4)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 10** To see if the Town will vote to raise and appropriate the amount of **$6,025** for the

CEO/Assessing Department expenses.

|  |  |  |
| --- | --- | --- |
|  | **2017/2018** | **2018/2019** |
| Computer Update | 0 | 1,000 |
| Annual Fee to TRIO Software | 0 | 325 |
| Computer Software/Assessing | 0 | 1,000 |
| Legal | 1,500 | 1,500 |
| Training | 1,000 | 1,500 |
| Books/Supplies | 700 | 700 |
| **TOTAL PROPOSED** | **3,200** | **6,025** |

**Budget Committee Recommendation:** **$6,025 (10-0-0)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 11** To see if the Town will vote to raise and appropriate the amount of **$20,731** for the

upkeep and maintenance at the Brownfield Community Center. It is recommended to apply **$3,000** from the BCC Reserve Account to offset these expenses.

|  |  |  |
| --- | --- | --- |
|  | **2017/2018** | **2018/2019** |
| Electric | 2,400 | 2,400 |
| Telephone | 720 | 720 |
| Heating | 6,000 | 6,000 |
| Security | 300 | 300 |
| Custodian | 4,328 | 4,328 |
| Bldg. Maintenance/Rug Cleaning | 6,083 | 6,083 |
| Supplies | 900 | 900 |
| **TOTAL PROPOSED** | **20,731** | **20,731** |

**Budget Committee Recommendation:** **$20,731 (10-0-0)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 12** To see if the Town will vote to raise and appropriate the sum of **$20,000**

for repairs to the Brownfield Community Center.

**Budget Committee Recommendation: $20,000 (9-1-0)**

**Moved and Seconded. Article Carried as written.**

**ARTICLE 13** To see if the Town will vote to raise and appropriate the amount of **$8,110** for the

Recreation Department expenses.

|  |  |  |
| --- | --- | --- |
|  | **2017/2018** | **2018/2019** |
| Advertising | 200 | 200 |
| Training & Seminars | 450 | 800 |
| Transportation | 500 | 500 |
| Office Supplies & Postage | 1,400 | 1,400 |
| Phone/DSL | 800 | 1,160 |
| Community Activities | 1,200 | 1,200 |
| Sports Equip./Activities/Uniforms | 500 | 500 |
| Background Check/Med Supplies | 650 | 650 |
| Dues | 375 | 375 |
| Ground Maint./Repair/Field Spray | 900 | 900 |
| Miscellaneous | 425 | 425 |
| **TOTAL PROPOSED** | **7,400** | **8,110** |

**Budget Committee Recommendation: $8,110 (7-0-0)**

**Moved and Seconded. Amendment was made to this article.**

**“To see if the town will vote to raise and appropriate the amount of $8100, with**

**$1700 being transferred to Friends of Brownfield Rec. All funds will be used for**

**Recreation department expenses.” Article carried as amended.**

**ARTICLE 14** To see if the Town will vote to raise and appropriate the amount of **$3,100** for Water

Recreation. It is recommended that all revenue from swimming lessons be deposited into the Water Revenue Reserve Account.

|  |  |  |
| --- | --- | --- |
|  | **2017/2018** | **2018/2019** |
| Beach/Water Equipment | 100 | 300 |
| Docks | 200 | 500 |
| Swimming Instructor Salary | 1,800 | 1,800 |
| Swim Aide Stipend | 500 | 500 |
| **TOTAL PROPOSED** | **2,600** | **3,100** |

**Budget Committee Recommendation: $3,100 (7-0-0)**

**Moved and Seconded. Amendment was made to this Article.**

**“To see if the Town will vote to raise and appropriate the amount of $3100 for water**

**recreation. With $300 being transferred to Friends of Brownfield Rec. It is**

**recommended that all revenue from swimming lessons be deposited into the**

**water reserve account.” Article carried as amended.**

**ARTICLE 15** To see if the Town will vote to raise and appropriate the amount of **$161,685** for the

overall operation of the Public Works Department.

|  |  |  |
| --- | --- | --- |
|  | **2017/2018** | **2018/2019** |
| Telephone/DSL | 1,285 | 1,885 |
| Electricity | 1,600 | 1,600 |
| Heating Oil | 2,500 | 2,800 |
| Vehicle Fuel – Diesel | 25,000 | 25,000 |
| Vehicle Fuel – Gasoline | 4,000 | 4,000 |
| Maintenance – Garage | 1,500 | 1,500 |
| Maintenance – Office | 1,500 | 2,500 |
| Maintenance – Fire Protection | 700 | 700 |
| Maintenance – Vehicles | 25,000 | 25,000 |
| Maintenance – Radios | 500 | 500 |
| Tool Replacement | 1,000 | 5,000 |
| Screen Sand/Salt | 40,000 | 50,000 |
| Gravel | 12,000 | 12,000 |
| Culverts | 2,500 | 2,500 |
| Cold Patch | 1,000 | 1,000 |
| Bridge Repair | 500 | 500 |
| Brush Control | 3,000 | 3,000 |
| Signs | 500 | 1,000 |
| Calcium | 3,000 | 3,000 |
| Parks & Memorials – Mowing | 2,700 | 2,700 |
| Parks & Memorials – Porta Pots | 1,800 | 1,800 |
| Parks & Memorials – Electricity | 200 | 200 |
| Erosion Control | 0 | 250 |
| Safety Equipment | 300 | 300 |
| Drug & Alcohol Testing | 500 | 500 |
| Training | 300 | 500 |
| Uniforms | 2,500 | 2,500 |
| Miscellaneous | 1,375 | 750 |
| Road Sealing | 6,900 | 6,900 |
| Guardrails | 500 | 1,000 |
| Security | 300 | 300 |
| Office Supplies | 500 | 500 |
| **TOTAL PROPOSED** | **144,960** | **161,685** |

**Budget Committee Recommendation: $161,685 (8-0-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 16** To see if the Town will vote to raise and appropriate the amount of **$60,147** for the

fifth year’s payment (out of five) on the new loan for the fire truck and town garage.

**Moved and Seconded. Article carried as written.**

**ARTICLE 17** To see if the Town will vote to raise and appropriate the amount of **$13,000** for road

Improvements.

**Budget Committee Recommendation: $13,000 (8-0-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 18** To see if the Town will vote to raise and appropriate the amount of **$149,500**

towards paving of roads, bridges, etc. It is recommended to apply all Local Road Assistance Funds (LRAF) received to offset this article.

**Budget Committee Recommendation: $149,500 (8-0-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 19** To see if the Town will vote to raise and appropriate the amount of **$165,000** for the purchase of a 2018 International Six Wheel Plow Truck.

**Budget Committee Recommendation: $165,000 (8-0-0)**

**Moved and Seconded. Amendment was made to this article. “To see if**

**the Town will vote to raise and appropriate the amount of $165,000**

**for the purchase of Public Works vehicles.” Article carried as amended.**

**ARTICLE 20** To see if the Town will vote to raise and appropriate the amount of **$89,930** for the

overall operation of the Transfer Station.

|  |  |  |
| --- | --- | --- |
|  | **2017/2018** | **2018/2019** |
| Tipping Fees | 45,000 | 45,000 |
| Recycling | 2,000 | 2,000 |
| Demo/Bulky Waste Disposal/Tire Disposal | 1,600 | 1,600 |
| Trucking | 32,000 | 32,000 |
| Hazardous Waste | 500 | 700 |
| Electricity | 500 | 500 |
| Telephone | 350 | 380 |
| Health & Safety | 200 | 500 |
| Uniforms | 1,600 | 1,600 |
| Heat (Propane) | 1,000 | 1,000 |
| Licensing | 600 | 600 |
| Miscellaneous/Mileage/Seminars | 300 | 500 |
| Security | 300 | 300 |
| Supplies | 100 | 250 |
| Maintenance/Repair | 3,000 | 3,000 |
| **TOTAL PROPOSED** | **89,050** | **89,930** |

**Budget Committee Recommendation: $89,930 (8-0-0)**

**Moved and Seconded. Amendment was made to this article. “ To see if the**

**Town will raise and appropriate $53,930 and to take the remaining $36,000**

**From the Transfer Station reserve account.” Article carried as amended.**

**ARTICLE 21** To see if the Town will vote to authorize the Board of Selectmen to enter into a

contract with Agri-Cycle for weekly pickup of food scraps and biodegradable refuse,

not to exceed an annual fee of **$4,050**, including containers, with that money coming

out of the Transfer Station Capital Reserve Account.

**Moved and Seconded. Article carried as written.**

**ARTICLE 22** To see if the Town will vote to raise and appropriate the amount of **$31,050** for the

overall operation of the Fire Department.

|  |  |  |
| --- | --- | --- |
|  | **2017/2018** | **2018/2019** |
| Volunteer Firefighters Insurance | 800 | 600 |
| Electricity | 1,200 | 1,200 |
| Heat (Oil) | 3,000 | 4,000 |
| Training | 1,500 | 1,500 |
| Vehicle Fuel | 3,000 | 2,500 |
| Safety Gear | 5,000 | 5,000 |
| Dues | 300 | 300 |
| Telephone/DSL | 1,200 | 1,700 |
| Maintenance – Building | 2,000 | 2,000 |
| Maintenance – Vehicle | 4,000 | 4,000 |
| Equipment | 5,000 | 5,000 |
| Office Expense | 800 | 800 |
| Computer/Software | 1,500 | 1,500 |

|  |  |  |
| --- | --- | --- |
| **Special Accounts** |  |  |
| Emergency Preparedness | 100 | 100 |
| Hydrants | 250 | 250 |
| Fire Hose | 500 | 500 |
| Hepatitis Vaccine | 100 | 100 |
| **TOTAL PROPOSED** | **30,250** | **31,050** |

**Budget Committee Recommendation:** **$31,050 (10-0-0)**

**Moved and Seconded. Article carried as written.**

**WARRANT FOR TOWN MEETING**

**TOWN OF BROWNFIELD**

**FOR FISCAL YEAR JULY 1, 2018 – JUNE 30, 2019**

**ARTICLE 23** To see if the Town will vote to raise and appropriate the amount of **$14,000** for the Brownfield Public Library.

**Budget Committee Recommendation:** **$14,000 (6-2-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 24** To see if the Town will vote to raise and appropriate the amount of **$500** for the

Brownfield Historical Society.

**Budget Committee Recommendation: $500 (8-0-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 25** To see if the Town will vote to require that all articles be written out with the amount

of the organization’s request rather than the Budget Committee recommendation.

**Moved and Seconded. Amendment was made to this article. “ To see if the Town**

**will vote to require that all articles be written out with the amount of the**

**organization’s request along with the recommendation of the Budget Committee.”**

**Article carried as amended.**

**ARTICLE 26** To see if the Town will vote to raise and appropriate the amount of **$6,700** for the Brownfield Food Pantry.

**Budget Committee Recommendation: $6,700 (7-0-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 27** To see if the Town will vote to raise and appropriate the amount of **$5,650** for the following Out-Of-Town Organizations.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Organization** | **2017/**  **2018**  **Requested** | **2017/**  **2018**  **Approved** | **2018/**  **2019**  **Requested** | **2018/**  **2019**  **Approved** |
| Community Concepts | 2,000 | 2,000 | 2,000 | 2,000 |
| Home Health Visiting Nurse | 250 | 250 | 0 | 0 |
| Life Flight Foundations | 799 | 0 | 0 | 0 |
| Sexual Assault Prevention & Response  Svcs. (prev. REACH) | 300 | 0 | 350 | 350 |
| Saco River Corridor Comm. | 350 | 350 | 300 | 300 |
| Seniors Plus | 1,365 | 1,365 | 1500 | 1500 |
| Tri-County Mental Health | 1,500 | 1,500 | 1500 | 1500 |
| White Mtn. Comm. Health | 1,000 | 1,000 | 0 | 0 |
| **TOTAL PROPOSED** | **7,564** | **6,465** | **5,650** | **5,650** |

**Budget Committee Recommendation: $5,650 (7-0-0)**

**Moved and Seconded. Article carried as written.**

**ARTICLE 28** To see if the Town will vote to authorize the Board of Selectmen to explore the  options and benefits of generating solar power for the Town of Brownfield and

to enter into a contract with any fees associated to be no more than **$1,000** from the

Transfer Station Reserve Account, with any money not expended be put back into the

Transfer Station Reserve Account and any future money to be granted and raised at

Town Meeting in the future.

**Moved and Seconded. Article carried as written.**

**ARTICLE 29** To see if the Town will vote to close the following roads, or portions thereof, to

Winter maintenance during the months of November, December, January,

February, March and April for a period of ten (10) years unless a full-time

resident moves in.

1. Farnsworth Road (Map R5) from the Little Saco to Map R09-015.
2. Hatch Hill Road
3. John Pride Lane
4. Phen Hill Road (Map R14) from the western corner of Lot 14 to the Porter Road.
5. Potato Hole Road
6. Trout Lane

**Moved and Seconded. Amendment was made to this article. “To see if the Town**

**Will vote to close the following roads, or portions thereof, to winter maintenance**

**During the months of November, December, January, February, March and**

**April for a period of (10)years. Amendment passes. After some discussion it was voted to table this article and hold a public hearing and a special Town Meeting**

**Within a 120 days.**

**ARTICLE 30** To see if the Town will vote to raise and appropriate up to **$30,000** for distribution

into the Capital Improvement Accounts.

**Moved and Seconded. Amendment was made to this article. “To see if the Town**

**Will vote to raise and appropriate up to $30,000 to be divided equally into the three**

**Capital Improvement Accounts.” Article carried as amended.**

**ARTICLE 31** To see if the Town will vote to charge seven percent (**7%**) interest annually on taxes

(and amounts owed to the Town) not paid by November 15, 2018 and May 15, 2019.

**Moved and Seconded. Amendment was made to this article. “To see if the Town**

**Will vote to charge four percent (4%) interest annually on taxes (and amounts owed**

**To the Town) not paid by November 15, 2018 and May 15, 2019. Article carried as amended.**

**ARTICLE 32** To see if the Town will vote to set the interest rate to be paid by the Town on abated

taxes at three percent (**3%**) for the fiscal year.

**Moved and Seconded. Article carried as written.**

**ARTICLE 33** To see if the Town will vote to hold its Annual Town Meeting on **Tuesday, June 11, 2019** and **Wednesday, June 12, 2019**.

**Moved and Seconded. Article carried as written.**

**ARTICLE 34** To see if the Town will vote to increase the levy limit established for the Town by

State law in the event that the municipal budget approved under the preceding

articles results in a tax commitment greater than this property tax levy limit.

**Moved and Seconded. Article carried as written.**

**ARTICLE 35** To see if the Town will vote to raise and appropriate **$2,500** towards Brownfield Old Home Day.

**Moved and Seconded. Article carried as written.**

**ARTICLE 36** To see if the Town will vote to authorize the Board of Selectmen to accept and expend any grants and/or donations of money or property providing the donations or grants serve the best interest of the Town.

**Moved and Seconded. Article carried as written.**

As a point of reference, last year **184** votes were cast on Election Day and **94** voters

were in attendance at Town Meeting.

The Town of Brownfield, Maine:

Signed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

William J. Flynn

Chair, Board of Selectmen

Signed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ricky Emery

Selectman

Signed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Erik T. Walker

Selectman

A true copy, Attest:

Signed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Michelle L. Day

Town Clerk