

TOWN OF MACHIASPORT

ANNUAL TOWN MEETING MINUTES

DATE: June 29, 2020
LOCATION: Fort O'Brien School
TIME: 06:00 P.M.

Residents: 37

6:00 PM Clerk read warrant calling meeting to order.

ARTICLE 1: To elect moderator for town meeting. **Brian Smith** seconded motion of **David Nielsen** nominating **Betsy Fitzgerald, Moderator. Show of hands in favor, motion carried. Moderator continued.**

ARTICLE 2: To elect all municipal officers and school committee members as are required to be elected. **Election held throughout the afternoon, all candidates running unopposed. Elected were Brian Smith, Selectman; Rose Williams and Crystal Ingrish, School Committee.**

ARTICLE 3: Shall the Town be authorized to expend \$780,075.00 for Regular Instruction? **Sue Almendinger** seconded motion of **David Nielsen** to authorize expenditure. **Show of hands in favor, motion carried.**

ARTICLE 4: Shall the Town be authorized to expend \$320,758.00 for Special Education? **David Nielsen** seconded motion of **Sue Almendinger** to authorize expenditure. **Show of hands in favor, motion carried.**

ARTICLE 5: Shall the Town be authorized to expend \$15,882.00 for Other Instruction? **Sue Almendinger** seconded motion of **David Nielsen** to authorize expenditure. **Show of hands in favor, motion carried.**

ARTICLE 6: Shall the Town be authorized to expend \$977.00 for Student and Staff Support? **David Nielsen** seconded motion of **Mary Hinerman** to authorize expenditure. **Show of hands in favor, motion carried.**

ARTICLE 7: Shall the Town be authorized to expend \$54,514.00 for System Administration? **Sue Almendinger** seconded motion of **David Nielsen** to authorize expenditure. **Show of hands in favor, motion carried.**

ARTICLE 8: Shall the Town be authorized to expend \$50,027.00 for School Administration? **Sue Almendinger** seconded motion of **David Nielsen** to authorize expenditure. **Show of hands in favor, motion carried.**

ARTICLE 9: Shall the Town be authorized to expend \$65,505.00 for Transportation and Buses? **Mary Hinerman** seconded motion of **David Nielsen** to authorize expenditure. **Show of hands in favor, motion carried.**

ARTICLE 10: Shall the Town be authorized to expend \$132,072.00 for Facilities Maintenance? **Sue Almendinger** seconded motion of **David Nielsen** to authorize expenditure. **Show of hands in favor, motion carried.**

ARTICLE 11: Shall the Town be authorized to expend \$68,962.00 for All Other Expenditures? **Sue Almendinger** seconded motion of **Mary Hinerman** to authorize expenditure. **Show of hands in favor, motion carried.**

ARTICLES 12 THROUGH 13 RAISE FUNDS FOR THE PROPOSED SCHOOL BUDGET

ARTICLE 12: Shall the Town appropriate \$947,996.35 for the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs and Services Funding Act and shall the Town

raise \$771,431.45 as the Town's contribution to the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688? **Sue Almendinger seconded motion of Mary Hinerman to authorize expenditure. Show of hands in favor, motion carried.**

Explanation: The Town's contribution to the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars.

ARTICLE 13: (Written ballot required) Shall the Town raise and appropriate \$335,684.69 in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$335,684.69 as required to fund the budget recommended by the school committee? **Sue Almendinger seconded motion of David Nielsen to authorize expenditure. Written ballot resulted in 21 Yes, 9 No. Motion carried.**

The school committee **recommends \$335,684.69** for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by \$335,684.69: The Machiasport School Department budget is over the Essential Programs and Services model in student to teacher ratios in the elementary school, school administration, guidance, library, system administration, maintenance, clerical costs, and the difference between the secondary tuition rate and the EPS tuition rate. In addition, the Essential Programs and Services model does not fully fund co-curricular activities and the model has not been fully funded by the State.

Explanation: The additional local funds are those locally raised funds over and above the Town's local contribution to the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs and Services Funding Act that will help achieve the Town budget for educational programs.

ARTICLE 14 SUMMARIZES THE PROPOSED SCHOOL BUDGET

ARTICLE 14: Shall the Town authorize the school committee to expend \$1,488,772.00 for the fiscal year beginning July 1, 2020 and ending June 30, 2021 from the Town's contribution to the total cost of funding public education from prekindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools? **Sue Almendinger seconded motion of Mary Hinerman to authorize expenditure. Show of hands in favor, motion carried.**

ARTICLE 15 AUTHORIZES EXPENDITURES OF GRANTS AND OTHER RECEIPTS

ARTICLE 15: Shall the Town be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated? **Rose Williams seconded motion of David Nielsen to authorize expenditure. Show of hands in favor, motion carried.**

ARTICLE 16 AUTHORIZES THE ADULT BASIC EDUCATION PROGRAM AND RAISES THE LOCAL SHARE

ARTICLE 16: Shall the Town appropriate \$1,600.00 for adult basic education and raise \$1,600.00 as the local share; with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and for the well-being of the adult basic education program. **Sue Almendinger seconded motion of Mary Hinerman to authorize expenditure. Show of hands in favor, motion carried.**

The Following Articles relate to the Municipal Portion of the Budget:

ARTICLE 17: To see if the Town will vote to authorize the Selectmen to charge 7% interest per annum, or part thereof, on all unpaid property taxes effective three months after the taxes are committed, which shall also be the date on which taxes shall become delinquent. **Sue Almendinger seconded motion of Mary Hinerman to authorize expenditure. Show of hands in favor, motion carried.**

ARTICLE 18: To see if the Town will vote to authorize the Selectmen, on behalf of the Town, to sell, manage or dispose of any real estate property acquired by the Town for non-payment of taxes thereon. Sale to be by public sealed bid, and to execute quitclaim deeds for said property. The former owner shall have the right to reclaim said property by full payment of the lien and all charges prior to the date of the bid announcement. **Almendinger seconded motion of David Nielsen to authorize expenditure. Show of hands in favor, motion carried.**

ARTICLE 19: To see if the Town will vote to authorize the Selectmen, on behalf of the Town, to sell, manage, or dispose of land, other than real estate property acquired by the Town for non-payment of taxes thereon, owned by the Town by any method **Sue Almendinger seconded motion of Marlene Sprague to authorize Selectmen to dispose of property as noted. Show of hands in favor, motion carried.**

ARTICLE 20: To see if the Town will vote to authorize the Selectmen to purchase, trade, or sell town equipment through the Highway Capital Equipment Reserve Capital Project Fund and the Fire Capital Equipment Reserve Capital Project Fund, so long as said funds are not overspent. **David Nielsen seconded motion of Sue Almendinger to authorize expenditure. Show of hands in favor, motion carried.**

ARTICLE 21: To see what sum the Town will vote to raise and appropriate for the maintenance and repair of Town Buildings and to **transfer any remaining balance** to the Town Capital Building Reserve Capital Project Fund.

20-51 Town Building Maint. and Repair	<u>19-20</u>	<u>20-21</u>
SELECTMEN RECOMMEND:	<u>\$10,000</u>	<u>\$12,500</u>

Rose Williams seconded motion of Sue Alemendinger to raise and appropriate funds for Town Building as noted. Show of hands in favor, motion carried.

ARTICLE 22: To see what sum the Town will vote to raise and appropriate for General governmental and Administration costs such as:

	<u>19-20</u>	<u>20-21</u>
20-01 Office Supplies	\$ 5,000	\$ 5,000
20 03 Utilities	6,000	5,500
20-05 Tel. / Internet	2,500	2,800
20 07 Print / Postage	3,000	3,500
20-09 Dues / Membership	4,000	3,400
20-11 Registry of Deeds	3,200	3,300
20-13 Elections	1,700	1,700
20-14 Planning Board	1,500	1,000
20-43 Legal Fees	5,000	5,000
20-45 Audit / Accountant	5,000	5,000
20-47 Grounds keeping	2,000	4,000
20-53 Computer Costs	17,500	15,000
20-54 Publishing (newspaper)	1,000	1,200
20-55 Training & Travel	1,500	1,500
20-56 Other	4,000	3,500
SELECTMEN RECOMMEND:	<u>\$62,900</u>	<u>\$61,400</u>

Mary Hinerman seconded motion of Sue Alemendinger to raise and appropriate funds as noted above. Show of hands in favor, motion carried.

ARTICLE 23: To see what sum the Town will vote to raise and appropriate for the following salaries:

	<u>19-20</u>	<u>20-21</u>
20-21 Administrative Assistant/Town Clerk	\$36,949	\$36,949
20-23 Deputy Town Clerk	26,523	26,523
20-24 Treasurer	5,000	5,000
20-25 Selectperson/Assessor-Chair	3,643	3,643
20-25 Selectperson/Assessor	3,643	3,643
20-25 Selectperson/Assessor	3,643	3,643
20-30 Registrar of Voters	721	721
20-56 Health Officer	340	340
25-01 Fire Chief	3,090	3,090
30-07 Road Commissioner	3,090	3,090
45-11 Harbor Master	<u>4,637</u>	<u>4,637</u>
SELECTMEN RECOMMEND:	<u>\$91,279</u>	<u>\$91,279</u>

Mary Hinerman seconded motion of David Nielsen to raise and appropriate funds as noted above. Show of hands in favor, motion carried.

ARTICLE 24: To see what sum the Town will vote to raise and appropriate for the following Highway Accounts.

	<u>19-20</u>	<u>20-21</u>
Town Garage		
30-41 Utilities	\$ 5,000	5,000
30-43 Phone Stipend	500	500
30-45 Repair & Maintenance	1,000	1,500
30-47 Other	2,000	2,500
30-01 Routine Road Maintenance	45,000	10,000
30-05 Bush Account	1,000	1,000
30-31 Plowing	53,000	53,000
30-33 Sand / Salt	58,000	58,000
30-35 Fuel – Vehicles / Off Road	10,000	7,000
30-51 Equipment Maintenance	50,000	40,000
30-53 Street Lights	6,000	6,000
30-55 Road Signs	<u>1,000</u>	<u>1,000</u>
	\$232,500	\$185,500
Less Income Accounts:		
10-410 State Road Assistance	25,000	25,000
10-415 State Winter Contract	<u>60,720</u>	<u>61,000</u>
	\$ 85,720	\$ 86,000
To be raised and appropriated	<u>\$146,780</u>	<u>\$ 99,500</u>

SELECTMEN RECOMMEND: \$99,500 to be raised and appropriated, and to transfer any remaining balance of the Equipment Maintenance Account to the Highway Capital Equipment Reserve Capital Project Fund; and to carry any remaining balance of the Routine Road Maintenance Account to the 2021–2022 fiscal year. **Sue Alemendinger seconded motion of John Almendinger to raise and appropriate funds as noted above. Show of hands in favor, motion carried.**

ARTICLE 25: To see what sum the Town will vote to raise and appropriate for the following specified purposes:

	<u>19-20</u>	<u>20-21</u>
Fire department accounts*		
25-03 Fire Calls*	\$ 4,500	\$4,500
25-05 Repair and Maintenance*	4,000	4,000
25-07 Equipment*	3,500	3,500
25-08 Fire Dept. Training	5,000	3,000
25-09 Fire Department Fuel*	1,000	600
25-11 East Machias Contract	2,000	2,000
25-13 Ambulance Contract	13,650	14,000
25-20 Fire Department Other*	2,000	2,000
25-21 Code Enforcement Officer	2,864	2,864
25-23 Plumbing Inspector	607	607
25-25 Fire Utilities*	2,000	1,000
25-27 Animal Control Officer	500	500
25-30 Animal Care	<u>250</u>	<u>250</u>
	<u>\$41,871</u>	<u>\$38,821</u>

SELECTMEN RECOMMEND: \$38,821 and to transfer any remaining balance of the Fire Department Accounts as shown above with an * to the Fire Capital Equipment Reserve Capital Project Fund. Sue Almendinger seconded motion of David Nielsen to raise and appropriate funds as noted above. Show of hands in favor, motion carried.

ARTICLE 26: To see what sum the Town will vote to raise and appropriate for the Shellfish Warden.

	<u>19-20</u>	<u>20-21</u>
45-01 Clam Warden	\$23,550	\$23,550
Less income accounts:		
15-532 Clam license revenue	12,000	18,000
15-540 Utilization of unassigned fund balance	0	0
	<u>12,000</u>	<u>5,550</u>
SELECTMEN RECOMMEND:	<u>\$11,550</u>	<u>\$5,550</u>

Sue Almendinger seconded motion of David Nielsen to raise and appropriate funds as noted above. Show of hands in favor, motion carried.

ARTICLE 27: To see what sum the Town will vote to raise and appropriate for the Maritime Maintenance Account, and to carry over any remaining balance of this account to the 2021-2022 fiscal year.

	<u>19-20</u>	<u>20-21</u>
Maritime maintenance	-	
45-10 Conservation Maritime maintenance	\$ 500	\$ 500
45-13 Repair and Maintenance	1,000	2,000
45-17 Maritime Utilities	700	500
45-21 Maritime Other	<u>300</u>	<u>300</u>
SELECTMEN RECOMMEND:	<u>\$ 2,500</u>	<u>\$ 3,300</u>

Mary Hinerman seconded motion of Sue Almendinger to raise and appropriate funds as noted above. Show of hands in favor, motion carried.

ARTICLE 28: To see what sum the Town will vote to raise and appropriate for General Assistance.

60-41 General assistance	<u>19-20</u>	<u>20-21</u>
SELECTMEN RECOMMEND:	<u>\$ 1,000</u>	<u>\$ 2,000</u>

Sue Almendinger seconded motion of David Nielsen to raise and appropriate funds as noted above. Show of hands in favor, motion carried.

ARTICLE 29: To see what sum the Town will vote to raise and appropriate for the Washington County Council of Governments.

60-25 Washington County COG	<u>19-20</u>	<u>20-21</u>
SELECTMEN RECOMMEND:	<u>\$ 1,200</u>	<u>\$1,100</u>

Mary Hinerman seconded motion of Sue Almendinger to raise and appropriate funds as noted above. Show of hands in favor, motion carried.

ARTICLE 30: To see what sum the Town will vote to raise and appropriate for the Veteran's Graves.

60-33 Veterans Graves	<u>19-20</u>	<u>20-21</u>
SELECTMEN RECOMMEND:	<u>\$ 1,100</u>	<u>\$ 1,100</u>

Sue Almendinger seconded motion of Mary Hinerman to raise and appropriate funds as noted above. Show of hands in favor, motion carried.

ARTICLE 31: To see what sum the Town will vote to raise and appropriate for Solid Waste.

35-01 Solid waste	<u>19-20</u>	<u>20-21</u>
SELECTMEN RECOMMEND:	<u>\$25,000</u>	<u>\$32,000</u>

Mary Hinerman seconded motion of David Nielsen to raise and appropriate funds as noted above. Show of hands in favor, motion carried.

ARTICLE 32: To see what sum the Town will vote to raise and appropriate for Assessing services.

20-41 Assessing services	<u>19-20</u>	<u>20-21</u>
SELECTMEN RECOMMEND:	<u>\$20,000</u>	<u>\$10,000</u>

Sue Almendinger seconded motion of David Nielsen to raise and appropriate funds as noted above. Show of hands in favor, motion carried.

ARTICLE 33: To see what sum the Town will vote to raise and appropriate for the following purposes:

	<u>19-20</u>	<u>20-21</u>
Employment taxes		
20-27 Social Security Expenses	\$10,000	\$12,000
20-29 Medicare	3,000	3,000
20-31 State Unemployment	2,200	2,200
60-01 Town Insurance	20,000	20,000
60-09 Worker's Compensation	5,000	5,000
60-11 Health Insurance	<u>38,500</u>	<u>39,000</u>
SELECTMEN RECOMMEND:	<u>\$78,700</u>	<u>\$81,200</u>

Mary Hinerman seconded motion of Sue Almendinger to raise and appropriate funds as noted above. Show of hands in favor, motion carried.

ARTICLE 34: To see if the Town will authorize the expenditure to Washington County Government for payment of County Taxes assessed.

60-01 County tax	<u>19-20</u>	<u>20-21</u>
SELECTMEN RECOMMEND:	<u>\$205,211</u>	<u>\$212,101</u>

Sue Almendinger seconded motion of Mary Hinerman to authorize expenditure as noted above. Show of hands in favor, motion carried.

ARTICLE 35: To see if the Town will vote to expend \$25,000 from the **Unassigned Fund Balance** for the repair of drainage problems on Pettegrow Point Rd. (This item was passed several years ago and never posted to the account. This article reinstates that vote and funding.) **David Nielsen seconded motion of Mary Hinerman to authorize expenditure. Show of hands in favor, motion carried.**

ARTICLE 36: To see what sum the Town will vote to raise and appropriate to be transferred into the following existing and newly created capital and non-recurring funds.

	<u>19-20</u>	<u>20-21</u>
To Town Buildings:		
208-08 Municipal Complex	\$ 2,000	\$ 0
208-50 Post Office	1,000	0
208-25 Liberty Hall	1,000	0
208-15 Town Garage	5,000	5,000
208-55 To Town Pier	2,000	0
208-71 To Maritime Maintenance	2,000	1,000
208-81 Port Road Slip	2,000	0
To Equipment:		
208-05 Fire Capital Equipment Reserve	2,000	0
208-10 Highway Capital Equipment	5,000	15,000
208-20 Revaluation and Mapping	2,000	0
208-40 Computers & Electronics	1,000	0
208-02 Major Road Repair & Paving	<u>75,000</u>	<u>135,000</u>
SELECTMEN RECOMMEND:	<u>\$100,000</u>	<u>\$156,000</u>

Mary Hinerman seconded motion of David Nielsen to raise and appropriate funds as noted above. Show of hands in favor, motion carried.

ARTICLE 37: To see what sum the Town will take from the following revenue sources to apply against the Tax Levy as to be shown on the Municipal Tax Assessment Warrant as other revenue:

	<u>19-20</u>	<u>20-21</u>
05-222 Automobile Excise	\$180,000	180,000
05-333 Boat Excise	5,000	5,000
10-410 State Road Assistance	30,000	15,000
10-415 State Winter Contract	60,720	61,000
10-425 Tree Growth Reimbursement	3,000	3,000
10-435 Park Fees	0	1,400
10-430 Veteran's Exemption	1,500	1,500
10-440 Snowmobile Fees	150	150
15-500 Tax Interest	4,200	3,500
15-505 Lien Interest	7,000	7,000
15-510 Agent Fees	3,500	5,000

15-515	Checking and Savings Interest	27,500	22,500
15-525	Building Permits	800	600
15-526	GATR Lease Revenue	5,000	5,000
15-528	Vital Statistics	1,100	1,100
15-529	Postal Lease Revenue	22,000	24,000
15-530	Misc. Revenue	6,000	5,000
15-532	Clam Licenses	12,000	18,000
Use of unassigned General fund balance			
	Article 35 (Pettegrow Point drainage)		25,000
	Article 36 (Paving & Equipment)		150,000
	Article 43 (Pettegrow Point Purchase)		290,000
	Article 44 (Shellfish Conservation)		12,925
	Article 45 (Activity Account)		2,060
	Article 48 (2019-2020 Budget lines)		15,250
SELECTMEN RECOMMEND:		<u>\$369,470</u>	<u>\$853,985</u>

Sue Almendinger seconded motion of Mary Hinerman to apply above revenues against the tax levy as noted above. Show of hands in favor, motion carried.

September 2020 – Due to a typographical error between Article 36 and Article 37, Auditor, Stephen Hopkins advised 150,000 would have to be raised through taxation and not from reserve.

ARTICLE 38: To see what sum the Town will take from Municipal Revenue Sharing to apply against the Tax Levy as to be shown separately on the Municipal Tax Assessment Warrant.

10-405	State revenue sharing	<u>19-20</u>	<u>20-21</u>
SELECTMEN RECOMMEND:		<u>\$80,000</u>	<u>\$65,000</u>

Rose Williams seconded motion of Mary Hinerman to apply revenue sharing against tax levy. Show of hands in favor, motion carried.

ARTICLE 39: To see if the Town will vote to accept any and all funds as provided by the Maine State Legislature and private and federal grants and to authorize the Selectmen to approve any matching requirements from any appropriate accounts, excluding surplus and designated special revenue funds. **Jeanne Herman seconded motion of Mary Hinerman to accept any and all grant funds and authorize Selectmen to approve any matching requirements. Show of hands in favor, motion carried.**

ARTICLE 40: To see if the Town will vote to accept any and all monies for pre-payment of property taxes. **Sue Alemendinger seconded motion of David Nielsen to accept pre-payment of property taxes. Show of hands in favor, motion carried.**

ARTICLE 41: To see if the Town will vote to increase, upon approval of the current year warrant articles or under extraordinary circumstances, its 2020 property tax assessment above the property tax levy established by State Law (LD-1). **Sue Almendinger seconded motion of David Nielsen to increase current year warrant articles as noted above. Show of hands in favor, motion carried.**

ARTICLE 42: To see if the Town will vote to authorize the Board of Selectmen to overspend any original and approved warrant article budgetary line item by up to 10% of that line item as long as there are under-spent budgetary line items to transfer it from. Any required transfers are to be reflected in Selectmen's meeting minutes as approved prior to the end of the fiscal year or within 30 days of the end of the fiscal year. **Sue Almendinger seconded motion of David Nielsen to increase current year warrant articles as noted above. Show of hands in favor, motion carried.**

ARTICLE 43: To see if the Town will vote to approve \$290,000 from the **Unassigned Fund Balance** to purchase property at Pettegrow Point Rd. (This item was approved at 2019 Town Meeting but closing could not occur until after year end.) **Sue Almendinger seconded motion of Mary Hinerman to approve funds from Unassigned Fund Balance for Pettegrow Point property purchase. Show of hands in favor, motion carried.**

September 2020 – Due to the wording of this article, Auditor, Stephen Hopkins advised this amount would have to be raised through taxation and not taken from reserve.

ARTICLE 44: To see if the Town will vote to replenish the **Shellfish Conservation Account** for the 19-20 fiscal year which was erroneously dropped from the previous Town Warrant and restore its balance of \$ **12,925** from the **Unassigned Fund Balance** and carry any remaining balance forward to both the **2020-2021** and **2021-2022** fiscal year. **Mary Hinerman seconded motion of David Nielsen to replenish the Shellfish Conservation Account as noted above. Show of hands in favor, motion carried.**

ARTICLE 45: To see if the Town will vote to replenish the **Activity Account** for the 19-20 fiscal year which was erroneously dropped from the previous Town Warrant and to restore its fund balance and revenues earned to its balance of **\$2060** from the **Unassigned Fund Balance** and to carry forward any remaining balance and related revenues earned to both the **2020-2021** and **2021-2022** fiscal year. **Mary Hinerman seconded motion of David Nielsen to replenish the Activity Account as noted above. Show of hands in favor, motion carried.**

ARTICLE 46: To see if the Town will vote to approve an increase in the 2019-2020 budget lines by a total of \$15,250 with the funds to come through the utilization of the Unassigned General Fund Balance and applied as follows:

20-27	Social Security	\$1,500
20-50	Post Office	300
20-51	Town Building	2,500
20-54	Publishing	300
25-05	Repair and Maint.	2,600
25-20	Fire Dept. Other	1,000
30-45	Repair / Maint.	500
30-47	Town Garage	2,700
35-01	Health / Sanitation	3,000
45-13	Cons. Repair & Maint.	2,250
		\$16,650

Mary Hinerman seconded motion of David Nielsen to approved above increases in 2019-2020 budget lines. Show of hands in favor, motion carried.



/s/ Brian Smith



/s/ Jeffrey Davis



/s/ Michael Hinerman



/s/ Marcia L. Hayward / Clerk

