

**TOWN OF PARSONSFIELD
ANNUAL TOWN MEETING WARRANT**

September 8 and 9, 2023

To: Deborah Taylor, a resident of the Town of Parsonsfield, in the County of York,
State of Maine,

GREETINGS:

In the name of the State of Maine, you are hereby required to warn and notify the Inhabitants of the Town of Parsonsfield in said County and State, qualified to vote by law in Town affairs, to meet at the Town Office at 634 North Road in Parsonsfield on Friday, the 8th day of September, AD 2023 at 3 PM to act upon Articles 1 and 2. The polling hours are 3 PM until 7 PM for Article 2.

And to notify and warn said Inhabitants to meet at the Town Office at 634 North Road in Parsonsfield on Saturday, the 9th day of September, AD 2023 at 9 AM to act on Articles 3 through 47 set out as follows:

Article 1: To choose a moderator to preside at said meeting.

Article 2: To elect by secret ballot the following Town officers:

1 Selectman, Assessor, Overseer of the Poor	3 Year Term
1 School Board Director, MSAD 55	3 Year Term
1 Planning Board Member	5 Year Term
1 Alternate Planning Board Member	3 Year Term
3 Budget Committee Members	3 Year Term
2 Budget Committee Members	2 Year Term
1 Director, Piper Free High Fund	3 Year Term
1 Director, Piper Free High Fund	1 Year Term
1 Secretary/Treasurer, Pipe Free High Fund	3 Year Term

Article 3: To see if the Town will vote to raise and appropriate the sum of \$120,761.00 in order to contract for a full time (40 hours/wk.) York County Sheriff for Parsonsfield. Contract period July 1, 2023 to June 30, 2024. (Acct: 5218)

Recommendations Budget Committee Yes 4-3, Selectmen: Yes

Article 4: To see if the Town will vote to combine its various non-dedicated sources of income into a General Revenue Account from which it will pay its expenses as authorized by this Town Meeting.

Recommendations Budget Committee: None, Selectmen: Yes

Article 5: To see if the Town will vote to authorize the Selectmen to use up to 50% of unappropriated Surplus balance to reduce the 2023 tax commitment.

Recommendations Budget Committee: None, Selectmen: Yes

Article 6: To see if the Town will vote to authorize the Selectmen to borrow from the dedicated Town funds in anticipation of taxes. Said amount not to exceed 75% of the Town funds and be repaid with appropriate interest.

Recommendations Budget Committee: None, Selectmen: Yes

Article 7: To see if the Town will vote to authorize the municipal officers to spend an amount not to exceed 3/12 of the budgeted amount of the 2023 annual budget during the period from July 1, 2024 to Annual Town Meeting 2024.

Recommendations Budget Committee: None, Selectmen: Yes

Article 8: To see if the Town will vote to authorize the Selectmen to close all unexpended appropriations and overdrafts into the unappropriated Surplus account.

Recommendations Budget Committee: None, Selectmen: Yes

Article 9: To see if the Town will vote to expend the following dedicated funds in accordance with State and Federal law:

Plumbing and Building Permit Fees
Animal Control Monies
LRAP-Local Roads Assistance Program
FEMA Grant Monies
MEMA Reimbursements
American Rescue Plan

Recommendations Budget Committee: None, Selectmen: Yes

Article 10: To see if the Town will vote to raise and/or appropriate the sum of \$200,707.00 for the compensation for the Town officers and/or employees for the ensuing year: (Account 5103)

Estimated compensation amounts:

911 Administrator	\$889.00
Animal Control Officer	\$9,501.00 (\$791.67 month)
Deputy Animal Control Officer	\$1,000.00 (\$17.04 hr.)
Deputy Code Enforcement Officer (8 hrs. wk.)	\$10,075.00 (\$24.22 hr.)
Appeals Board	\$1,841.00
Appeals Board-up to \$19.03 per meeting.	
Appeals Board assistant-\$19.03 per hour.	
Selectmen Assistant	\$42,353.00 (\$22.62 hr.)
Building/Grounds	\$3,808.00
Deputy Town Clerk/Treasurer/Tax Collector	\$33,660.00 (\$20.23 hr.)
Election Supervisor/Moderator	\$2,222.00
Election Worker-Ward 1 & 2	\$5,078.00 (up to \$15.66 hr.)
EMA Officer	\$1,270.00
Health Officer	\$318.00
Information Technology	\$3,356.00
Planning Board	\$10,622.00
Planning Board - up to \$19.03 per meeting	
Planning Board Assistant-\$19.03 per hour	
Registrar of Voters	\$445.00
Selectmen (3)	\$30,465.00 (\$10,155.00 ea.)
Town Clerk/Treasurer/Tax Collector	\$43,804.00 (\$26.32 hr.)

Recommendations Budget Committee: None Selectmen: Yes

Article 11: To see if the Town will vote to raise and appropriate the sum of \$3,174.00 stipend plus 75% of Plumbing Permit Fees and all other CEO fees for compensation of the Code Enforcement Officer.

Recommendations Budget Committee: None, Selectmen: Yes

Article 12: To see if the Town will vote to raise and appropriate the following sums to cover General Governmental Expenses.

Acct. No.	Title	Amount
5101	Surety Bonds	\$800.00
5104	Professional Services	\$29,000.00
5106	Payroll Taxes	\$18,580.00
5107	Unemployment Compensation	\$4,000.00
5108	Medical and Dental Insurance	\$95,402.00
5109	Mileage	\$1,000.00
5110	Administrative Expenses	\$21,000.00
5111	Tax Acquired Property Expenses	\$5,000.00
5112	Unanticipated Expenses	\$15,000.00
5113	Computer Expenses	\$23,000.00

5120	Utilities – Town Buildings	\$32,000.00
5123	Municipal Buildings – General Maintenance	\$13,000.00
5150	Planning Board Expenses	\$5,000.00
5151	Appeals Board Expenses	\$1,000.00
5152	Southern Maine Regional Planning Commission Dues	\$802.00
5157	Saco River Corridor Commission	<u>\$600.00</u>
	Total General Governmental Expenses	\$265,184.00

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 13: To see if the Town will vote to raise and appropriate \$1,000.00 for Comprehensive Plan Committee expenses.

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 14: To see if the Town will vote to raise and appropriate \$5,000.00 to be placed in the Sidewalk Capital Reserve Fund. (Acct 5414)

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 15: To see if the Town will vote to raise and appropriate the following sums to cover Protection Expenses

Acct. No.	Title	Amount
5201	Worker's Compensation	\$6,000.00
5203	Insurances	\$16,000.00
5204	Kezar Falls Fire Department Expenses	\$62,675.00
5207	Dispatch Fees	\$10,575.00
5209	Fire Truck Reserve	\$10,000.00
5214	Street Lights	\$13,000.00
5215	Fire Hydrants	\$58,000.00
5230	Animal Control Expenses	\$1,500.00
5231	Harvest Hills Animal Shelter, Inc.	<u>\$1,791.00</u>
	Total Protection Expenses	\$179,541.00

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 16: To see if the Town will vote to raise and appropriate the sum of \$83,000.00 for Sacopec Rescue Expenses. (Acct 5210)

Recommendations Budget Committee: Yes, Selectmen: Yes

Article: 17: To see if the Town will vote to raise and appropriate \$10,000.00 to be placed in the Sacopec Rescue Capital Reserve Fund. (Acct 5211)

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 18: To see if the Town will vote to raise and appropriate the sum of \$23,000.00 for professional valuation of real estate changes and maintenance of property records for the Town for tax assessment purposes. (Acct. 5162)

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 19: To see if the Town will vote to raise and appropriate the sum of \$23,000.00 to be placed in the Revaluation Reserve Account.

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 20: To see if the Town will vote to raise and appropriate the following sums to cover Health and Sanitation Expenses:

Acct. No.	Title	Amount
5301	Solid Waste Tipping Fees	\$84,000.00
5302	Solid Waste Cartage	\$ 246,000.00
5306	Recycling Expense	<u>\$ 500.00</u>
	Total Health and Sanitation Expenses:	\$330,500.00

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 21: To see if the Town will vote to raise and appropriate the following sums to cover Winter Road Maintenance and Sand and Salt Expenses:

Acct. No.	Title	Amount
5401	Winter Road Maintenance Contracts	\$467,000.00
5402	Sand and Salt (Purchase, preparation)	\$110,000.00
New	NHDOT-Province Lake Road (2 seasons)	<u>\$ 41,934.00</u>
	Total Winter Road Maint. and Sand & Salt Expenses	\$618,934.00

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 22: To see if the Town will vote to raise and appropriate the following amounts to cover Highway and Bridge Expenses per the following:

Acct. No.	Title	Amount
5403	General Maintenance	\$290,000.00
5404	Paving and Sealing	<u>\$200,000.00</u>
	Total Road Maintenance Expenses	\$490,000.00

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 23: To see if the Town will vote to authorize the Selectmen to appropriate up to \$97,560.00 for maintenance of roads from current fiscal year LRAP (a State funded road maintenance program).

Acct. No.	Title	Amount
5404	Paving and Sealing of Town Roads	\$32,560.00
5415	Designated Road Maintenance and Repair	<u>\$65,000.00</u>
	Total LRAP	\$97,560.00

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 24: To see if the Town will vote to raise and appropriate the sum of \$5,000.00 plus any state or individual reimbursements to cover the General Assistance Program (Acct. 5501)

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 25: To see if the Town will vote to raise and appropriate the following sums to cover Cultural and Recreation Expenses:

Acct. No.	Title	Amount
5602	Kezar Falls Public Library	\$6,000.00
5605	Sacopee Valley Recreation Council Expenses	\$4,000.00
5610	Parsonsfield/Porter Historical Society	<u>\$500.00</u>
	Total	\$10,500.00

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 26: To see if the Town will vote to raise and appropriate the following sums to cover Social Service Expenses:

Acct. No.	Title	Amount
5702	York County Community Action	\$1,250.00
5703	Visiting Nurses Association now Maine Health Care	\$2,000.00
5704	Southern Maine Agency on Aging	\$2,500.00
5713	Caring Unlimited	\$537.00
5609	Red Cross	\$750.00
5708	The Life Flight Foundation	\$896.00
5709	St. Matthew Food Pantry	\$1,200.00
5710	Smooth Feathers	\$600.00
New	Grateful Undead	\$500.00
New	Maine Public Radio/TV	\$100.00
New	Saco River Festival	<u>\$300.00</u>
	Total	\$10,633.00

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 27: To see if the Town will vote to raise and appropriate the following sums to cover Miscellaneous Expenses:

Acct. No.	Title	Amount
5901	Mowing and Care of Veterans' Graves, and Cemetery Repairs	\$7,000.00
5902	West Day Post of the American Legion	<u>\$400.00</u>
	Total	\$7,400.00

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 28: To see if the Town will vote to rollover unexpended cemetery funds (Account 5901 – Mowing and Care of Veterans' Graves, and Cemetery Repairs) into a Cemetery Maintenance Reserve fund (new reserve account). This fund would be utilized along with newly approved fiscal yearly funds to perform work on cemeteries. (This article will remain in effect until rescinded by Town Meeting.)

Recommendations Budget Committee: None, Selectmen: Yes

Article 29: To see if the Town will vote to raise and appropriate the sum of \$2,200.00 for the Town's share of funding the Courtesy Boat Inspection Station at the Long Pond Boat Ramp. (Acct. 5217)

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 30: To see if the Town will vote to appropriate the refunded fees from Snowmobile Registrations to be split equally between the Sacopee Valley Snowdrifters, Inc. Snowmobile Club and the Route 11 Streakers Snowmobile Club, said sum to be the amount refunded by the State for the prior fiscal year (\$628.90) The money is to be used for purposes such as trail maintenance and construction or purchase of equipment and materials for the maintenance and construction of trails which are to be open to the public, free of charge, during the winter season. (Acct 5606)

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 31: To see if the town will vote to appropriate any franchise fees received in the prior fiscal year from Spectrum/Charter to be given to TV-2 for the purchase and maintenance of equipment and for operating costs (\$6,390.54). (Acct 5607)

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 32: To see if the Town will raise and appropriate \$6,000.00 (\$2,000.00 ea.) and to authorize the Selectmen, on behalf of the Town, to enter into a mutual aid agreement with the Town of Newfield's Fire Department, the Town of Limerick's Fire Department, and the Town of Effingham's Fire Department for fire protection and Effingham's Rescue for emergency first response medical care for the Western area of Parsonsfield for the ensuing year. (Acct 5205)

Recommendations Budget Committee: Yes, Selectmen: Yes

Article 33: To see if the Town will vote to raise and appropriate \$15,000.00 to be placed in the Municipal Building Capital Repair Fund. (Acct. 5155)

Recommendations Budget Committee: Yes Selectmen: Yes

Article 34: To see if the Town will vote to appropriate \$40,000.00 from the Bartlett Doe Fund (credited to the Relief Account by vote of the Town on March 9, 1953) for the support of the common schools and said sum to be applied as partial payment of the school assessment for the ensuing year (Acct. 5801)

Recommendations Budget Committee: None, Selectmen: Yes

Article 35: To see if the Town will vote to authorize the Selectmen, on behalf of the Town, to accept or to refuse donations and bequests that may be offered to the Town and if accepted to spend the same in accordance with the wishes of the donor. Such expenditures shall be in addition to any other amounts raised or appropriated elsewhere for a similar purpose.

Recommendations Budget Committee: None, Selectmen: Yes

Article 36: To see if the Town will vote to establish 60 days after commitment as the date when the 2023 real estate and personal property taxes will be due and payable, and to establish a rate of 7.00% interest to be charged on all unpaid taxes as of that date. (The maximum allowable rate set by the State is 8.00% per annum.)

Recommendations Budget Committee: None, Selectmen: Yes

Article 37: To see if the Town will vote to establish a rate of 2% discount to be allowed on all real estate and personal property taxes paid in full within 30 days of commitment.

Recommendations Budget Committee: None, Selectmen: Yes

Article 38: To see if the Town will vote to use the Tax Lien Mortgage method for the collection of unpaid taxes after the expiration of eight months from the commitment date, and to establish 7.00% as the rate of interest to be charged on all liens until paid in full. (The maximum allowable rate set by the State is 8.00% per annum.) The Municipal Officers shall use the special sale process required by 36 M.R.S. § 743-C for qualifying homestead property if they choose to sell any tax lien foreclosed property to anyone other than the former owner(s).

Recommendations Budget Committee: None, Selectmen: Yes

Article 39: To see if the Town will vote to authorize the tax collector to accept prepayment of taxes, the amount collected not to exceed the previous year's taxes. Interest on any prepayment will be zero percent.

Recommendations Budget Committee: None, Selectmen: Yes

Article 40: To see if the Town will vote to establish 7.00% as the rate of interest it will pay on taxes that have been overpaid in excess of the full amount assessed in accordance with MRSA Title 36 Section 506-A.

Recommendations Budget Committee: None, Selectmen: Yes

Article 41: To see if the Town will vote to authorize the Selectmen to use monies from the Overlay Account for real estate and personal property tax discounts and tax abatements including any interest accrued thereon.

Recommendations Budget Committee: None, Selectmen: Yes

Article 42: To see if the Town will vote to close a portion of Hasty Road from above 85 Hasty Road to Middle Road to winter maintenance and passage from November 1 through April 30 of the following year for the next 10 years.

Recommendations Budget Committee: None, Selectmen: Yes

Article 43: To see if the Town will vote to close a portion of Kezar Mountain Road from the Great Brook Bridge to 377 Kezar Mountain Road to winter maintenance and passage from November 1 through April 30 of the following year for the next 10 years.

Recommendations Budget Committee: None, Selectmen: Yes

Article 44: To see if the Town will vote to authorize the use of a portion of the American Rescue Plan (ARPA) funds (\$18,300) to purchase two roll off containers to be used to enable Town residents to dispose of items at the Tri-Town Transfer Station. (Use of these Federal funds does not affect the tax rate)

Recommendations Budget Committee: None, Selectmen: Yes

Article 45: To see if the Town will vote to authorize the use of the remainder of the American Rescue Plan (ARPA) funds for the repair of roads and bridges. This amount will be in the range of \$25,000 to \$50,000. (Use of these Federal funds does not affect the tax rate)

Recommendations Budget Committee: None, Selectmen: Yes


Article 46: To see if the Town will vote to exceed the 2023 Municipal Property Tax Levy per MRSA Title 30-A. (An affirmative vote will allow this municipality to surpass the 2022 limit but requires that the 2023 limit will be used as the base for next year's limit calculation).

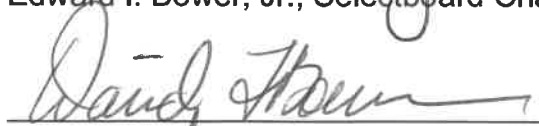
Recommendations Budget Committee: None, Selectmen: Yes

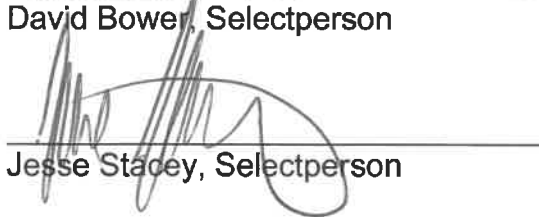
Article 47: Motion to adjourn.

A PERSON WHO IS NOT A REGISTERED VOTER MAY NOT VOTE IN ANY ELECTION.

Dated at Parsonsfield, Maine, this 29th day of August, AD 2023


Edward I. Bower, Jr., Selectboard Chair


David Bower, Selectperson


Jesse Stacey, Selectperson