

TOWN OF PARSONSFIELD ANNUAL TOWN MEETING WARRANT

September 6 and 7, 2024

To: Gary 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 6th day of September, AD 2024 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 7th day of September, AD 2024 at 9 AM to act on Articles 3 through 48 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
3 Budget Committee Members	3 Year Term
1 Director, Piper Free High Fund	1 Year Term
1 Director, Piper Free High Fund	2 Year Term
1 Secretary/Treasurer, Pipe Free High Fund	3 Year Term

Article 3: 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: N/A, Selectboard: Yes

Article 4: To see if the Town will vote to authorize the Selectmen to use up to 50% of unappropriated Surplus balance to reduce the 2024 tax commitment.

Recommendations Budget Committee: N/A, Selectboard: Yes

Article 5: 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: N/A, Selectboard: Yes

Article 6: 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 2024 annual budget during the period from July 1, 2025 to Annual Town Meeting 2025.

Recommendations Budget Committee: N/A, Selectboard: Yes

Article 7: 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: N/A, Selectboard: Yes

Article 8: 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 (previously URIP)
FEMA Grant Monies
MEMA Reimbursements
American Rescue Plan
Recommendations Budget Committee: N/A Selectboard: Yes

Article 9: To see if the Town will vote to raise and/or appropriate the sum of \$207,924.00 for the compensation for the Town officers and/or employees for the ensuing year: (Account/Fund 20-01-5001 to fund 20-02-5006)

Estimated compensation amounts:

911 Administrator	\$917.00
Animal Control Officer	\$6,641.00
Deputy Animal Control Officer	\$1,032.00(\$17.04 hr.)
Deputy Code Enforcement Officer (8 hrs. wk.)	\$10,377.00(\$24.94 hr.)
Appeals Board	\$1,899.00
Appeals Board-up to \$19.64 per meeting.	
Appeals Board assistant-\$19.64 per hour.	
Selectmen Assistant	\$46,332.00 (\$24.75 hr.)
Building/Grounds/Misc. clerk	\$3,930.00
Deputy Town Clerk/Treas./Tax Collector	\$36,841.00 (\$22.14 hr.)
Election Supervisor/Moderator	\$2,293.00
Election Worker-Ward 1 & 2	\$5,240.00 (up to \$16.16 hr.)
EMA Officer	\$1,310.00
Health Officer	\$328.00
Planning Board	\$10,961.00
Planning Board- up to \$19.64per meeting	
Planning Board Assistant-\$19.64 per hour	
Registrar of Voters	\$459.00
Selectmen (3)	\$31,440.00 (\$10,480.00 ea.)
Town Clerk/Treas./Tax Collector	\$47,924.00 (\$28.80 hr.)
Recommendations	Budget Committee: Yes Selectboard: Yes

Article 10: To see if the Town will vote to raise and/or appropriate the sum of \$56,000.00 for the compensation for a Full Time (40hrs) Code Enforcement Officer for the ensuing year.
Recommendations Budget Committee: Yes, Selectboard: Yes

Article 11: If Article 10 does not pass. To see if the Town will vote to raise and appropriate the sum of \$3,275.00 stipend plus 75% of Plumbing Permit Fees and all other CEO fees for compensation of the Code Enforcement Officer.
Recommendations Budget Committee: NA, Selectboard: Yes

Article 12: To see if the Town will vote to authorize the Selectboard on behalf of the Town to enter into a three (3) year contract with Consolidated Communications for a fiber optic network connection and a new phone system, starting immediately.
Recommendations Budget Committee: N/A, Selectboard: Yes

Article 13: To see if the Town of Parsonsfield will vote to join the Maine Public Employees Retirement System (MainePERS) as a Participating Local District effective November 1, 2024, and:

- a.) To offer Regular Plan BC to its town clerk, deputy town clerk, selectboard assistant and CEO effective November 1, 2024; and
- b.) To exclude all other employees and appointed officials, including part-time employees who work 20 hours per week or less, seasonal employees, temporary employees, and all elected officials from participating in MainePERS

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 14: To see if the Town will vote to raise and appropriate the following sums to cover General Governmental Expenses.

Account/Fund No.	Title	Amount
20-07+08	Professional Services	\$40,000.00
20-03	Payroll Taxes	\$20,780.00
20-04	Unemployment Compensation	\$4,000.00
20-05	Medical and Dental Insurance	\$137,335.00
20-05	MainePers-Retirement	\$7,707.00
20-09	Administrative Expenses	\$21,000.00
20-10	Tax Acquired Property Expenses	\$5,000.00
20-11	Unanticipated Expenses	\$15,000.00
20-12+13	Computer Expenses	\$22,390.00
20-16+17	Utilities – Town Buildings	\$32,570.00
20-19	Municipal Buildings – General Maintenance	\$10,000.00
20-22	Planning Board Expenses	\$10,000.00
20-23	Appeals Board Expenses	\$1,000.00
20-24	Southern Maine Regional Planning Commission Dues	\$826.00
20-25	Saco River Corridor Commission	<u>\$600.00</u>
	Total General Governmental Expenses	\$328,208.00

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 15: To see if the Town will vote to raise and appropriate \$1,000.00 for Comprehensive Plan Committee expenses (Fund 20-21)

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 16: To see if the Town will vote to raise and appropriate \$5,000.00 to be placed in the Sidewalk Capital Reserve Fund. (Fund 23-08)

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 17: To see if the Town will vote to raise and appropriate the following sums to cover Protection Expenses

Fund. No.	Title	Amount
20-06	Worker's Compensation	\$6,000.00
20-07	Insurance-Liability in Professional Fees Article 12	\$0.00
22-01	Kezar Falls Fire Department Expenses	\$81,000.00
22-03	Dispatch Fees	\$10,955.00
22-01	Fire Truck Reserve	\$10,000.00
22-05	Street Lights	\$12,000.00
22-06	Fire Hydrants	\$58,000.00
22-10	Animal Control Expenses	\$1,500.00
22-091	Harvest Hills Animal Shelter, Inc.	<u>\$1,791.00</u>
	Total Protection Expenses	\$179,541.00

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 18: To see if the Town will vote to raise and appropriate the sum of \$101,808.00 for Sacopee Rescue Expenses. (Fund 22-04)

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 19: To see if the Town will vote to raise and appropriate \$10,000.00 to be placed in the Sacopee Rescue Capital Reserve Fund. (Fund 22-04)

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 20: 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. (Fund 20-07)

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 21: 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. (Fund 20-26)

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 22: To see if the Town will vote to raise and appropriate the following sums to cover Health and Sanitation Expenses:

Fund. No.	Title	Amount
21-01	Solid Waste Tipping Fees	\$84,000.00
21-02	Solid Waste Cartage	\$246,000.00
21-03	Recycling Expense	<u>\$500.00</u>
	Total Health and Sanitation Expenses:	\$330,500.00

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 23: To see if the Town will vote to raise and appropriate the following sums to cover Winter Road Maintenance and Sand and Salt Expenses:

Fund. No.	Title	Amount
23-01	Winter Road Maintenance Contracts	\$478,500.00
23-02	Sand and Salt (Purchase, preparation)	\$110,000.00
23-01	NHDOT-Province Lake Road (2 seasons)	<u>\$ 15,000.00</u>
	Total Winter Road Maint.and Sand & Salt Expenses	\$603,500.00

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 24: 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
23-04	General Maintenance	\$340,000.00
23-05	Paving and Sealing	<u>\$248,756.00</u>
	Total Road Maintenance Expenses	\$588,756.00

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 25: To see if the Town will vote to authorize the Selectmen to appropriate up to \$98,804.00 for maintenance of roads from current fiscal year LRAP (a State funded road maintenance program).

Acct. No.	Title	Amount
23-05	Paving and Sealing of Town Roads	\$33,804.00
23-07	Designated Road Maintenance and Repair	<u>\$65,000.00</u>
	Total LRAP	\$98,804.00

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 26: To see if the Town will appropriate the sum of \$164,000.00 from undesignated fund balance to pay for major storm damage incurred during the 2023 – 2024 fiscal year.

Recommendations Budget Committee: NA, Selectmen: Yes

Article 27: To see if the Town will vote to raise and appropriate the sum of \$15,000.00 to cover the General Assistance Program (Fund 24-01)

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 28: To see if the Town will vote to raise and appropriate the following sums to cover Cultural and Recreation Expenses:

Fund. No.	Title	Amount
24-02	Kezar Falls Public Library	\$6,000.00
24-02	Sacopee Valley Recreation Council Expenses	\$4,000.00
24-02	Parsonsfield/Porter Historical Society	<u>\$500.00</u>
	Total	\$10,500.00

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 29: To see if the Town will vote to raise and appropriate the following sums to cover Social Service Expenses:

Fund. No.	Title	Amount
24-02	York County Community Action	\$1,250.00
24-02	Visiting Nurses Association now Maine Health Care	\$2,000.00
24-02	Southern Maine Agency on Aging	\$750.00
24-02	Caring Unlimited	\$537.00
24-02	Red Cross	\$500.00
24-02	The Life Flight Foundation	\$896.00
24-02	St. Matthew Food Pantry	\$1,200.00
24-02	Smooth Feathers	\$600.00
24-02	Grateful Undead	\$550.00
24-02	Maine Public Radio/TV	\$100.00
24-02	Saco River Festival	<u>\$500.00</u>
	Total	\$8,883.00

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 30: To see if the Town will vote to raise and appropriate the following sums to cover Miscellaneous Expenses:

Fund No.	Title	Amount
24-03-5540	Mowing & Care of Veteran's Graves	\$6,000.00
24-02-5522	West Day Post of the American Legion	\$500.00
24-03-5541	Gravestone Repair/Cemetery Repairs	<u>\$1,000.00</u>
	Total	\$7,500.00

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 31: To see if the Town will vote to raise and appropriate the sum of \$2,882.00 for the Town's share of funding the Courtesy Boat Inspection Station at the Long Pond Boat Ramp. (Fund 22-07-5357)

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 32: 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 (\$543.00) 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. (Fund 24-02-5507)

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 33: 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 (\$5,772.00). (Fund 24-02-5508)

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 34: 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. (Fund 22-02)

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 35: To see if the Town will vote to raise and appropriate \$15,000.00 to be placed in the Municipal Building Capital Repair Fund. (Fund 20-20)

Recommendations Budget Committee: Yes, Selectboard: Yes

Article 36: 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

Recommendations Budget Committee: N/A, Selectboard: Yes

Article 37: 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: N/A, Selectboard: Yes

Article 38: To see if the Town will vote to establish 60 days after commitment as the date when the 2024 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 8.50% per annum.)

Recommendations Budget Committee: N/A, Selectboard: Yes

Article 39: 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: N/A, Selectboard: Yes

Article 40: To see if the Town will vote to use the Tax Lien Mortgage method for the collection of unpaid discounted 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 8.50% 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: N/A, Selectboard: Yes

Article 41: To see if the Town will vote to authorize the tax collector to accept prepayment of taxes, the amount collected not exceed the previous year's taxes. Interest on any prepayment will be zero percent.

Recommendations Budget Committee: N/A, Selectboard: Yes

Article 42: 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: N/A, Selectboard: Yes

Article 43: 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: N/A, Selectboard: Yes

Article 44: To see if the Town will vote to exceed the 2024 Municipal Property Tax Levy per MRSA Title 30-A. (An affirmative vote will allow this municipality to surpass the 2023 limit but requires that the 2024 limit will be used as the base for next year's limit calculation).

Recommendations Budget Committee: N/A, Selectboard: Yes

Article 45: To see if the Town will vote to reallocate \$18,000.00 in ARPA funds for the purchase and installation of a hot water heater.

Recommendations Budget Committee: N/A, Selectboard: Yes

Article 46: To see if the Town will vote to adopt the Comprehensive Plan completed by the Comprehensive Planning Committee in August of 2024.

Recommendations Budget Committee: N/A, Selectboard: Yes

Article 47: To see if the Town will vote to change the name of the Kezar Falls Bridge to: Kezar Falls Veterans Memorial Bridge.

Article 48: 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 2024

Edward I. Bower, Jr., Selectboard Chair

David Bower, Selectboard Member

Jen Lewis, Selectboard Member