

Town of Pownal, Maine  
**Annual Town Warrant**  
 Fiscal Year July 1, 2020 – June 30, 2021

To: Kathleen Hogue, a resident of the Town of Pownal, in the County of Cumberland, and the State of Maine.

**GREETINGS:** In the name of the State of Maine, you are hereby required to notify and warn the Inhabitants of the Town of Pownal, Maine qualified by law to vote in town affairs, to assemble at Mallett Hall, Voting Room, 429 Hallowell Rd, Pownal, Maine on Monday, the 20<sup>th</sup> of July A.D. 2020 at 7:45AM to act on Article 1 and then by secret ballot on Articles 2 through Article 23 as set below. The polls will be open between the hours of 8:00AM and 8:00PM.

The Registrar of Voters, Molly White gives notice that citizens will be able to register to vote July 20, 2020 from 8:00 AM to 8:00PM.

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

**ARTICLE 2:** To see if the Town will vote to expend up to **\$35,000.00** from the dedicated **Impact Fee Recreation Funds** for a community events sign.

*NOTE: A minimum of \$1,344.00 is required to be expended out of the Recreation Impact Fee Fund by June 2021 otherwise, the money will be given back to the property owners that paid the impact fee. This is money the Town has already collected. Due to the proposed project the Select Board is recommending an amount of up to \$35,000.00 be expended to complete the sign purchase and installation. The total balance of the Recreation Impact Fee Fund is currently: \$70,560.00.*

**Select Board recommend approval.**

**ARTICLE 3:** To see if the Town will vote to raise and appropriate **\$1.00** for the **Capital Project Fund**.

*NOTE: Every year the Town moves to raise and appropriate money to Capital Projects Fund to purchase or fund large assets needed for the Town. Example: Fire Trucks, Road Projects etc. This year due to the impact of COVID the CIP Committee are requesting to keep the fund going but to help with financial impact are only requesting \$1.00.*

**Budget Committee, CIP Committee & Select Board recommend approval.**

**ARTICLE 4:** To see if the Town will vote to appropriate **\$25,000.00** from the **Capital Projects Fund** for the Refurbishment of Engine 2.

*NOTE: The Capital Projects Committee are requesting to spend \$25,000.00 from money that has already been raised in order to refurbish Engine 2 for the Fire Department.*

**CIP Committee, Select Board & Fire Chief recommend approval.**

**ARTICLE 5:** To see if the Town will vote to raise and appropriate **\$339,100.00** for General Government.

	Budget	Request		
<b>General Government</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>Difference</b>	<b>Percent</b>
General Government	\$83,700.00	\$86,160.00	\$2,460.00	2.94
Technology	\$18,000.00	\$23,793.00	\$5,793.00	32.18
Animal Control	\$2,700.00	\$2,900.00	\$200.00	7.41
Planning Board	\$4,150.00	\$5,000.00	\$850.00	20.48
Compensation	\$197,432.00	\$221,247.00	\$23,815.00	12.06
<b>TOTAL</b>	<b>\$305,982.00</b>	<b>\$339,100.00</b>	<b>\$33,118.00</b>	<b>10.82</b>

*NOTE: This is the operating budget for the Town Office. The increases are due to vendor increases, becoming ADA compliant for our website, increased use of our Town Planner from GPCOG, a temporary part-time clerk & cost of living raises as well as health insurance increases.*

**Select Board & Budget Committee recommend approval.**

**ARTICLE 6:** To see if the Town will vote to raise and appropriate **\$11,350.00** for **Social Services**.

<b>Social Services</b>	<b>Budget FY 2020</b>	<b>Request FY 2021</b>	<b>Difference</b>	<b>Percent</b>
General Assistance	\$4,000.00	\$5,500.00	\$1,500.00	37.5
Freeport Community Services	\$4,500.00	\$4,500.00	-	-
Through These Doors	\$1,000.00	\$1,000.00	-	-
Teen Port Center	\$350.00	\$350.00	-	-
<b>Total</b>	<b>\$9,850.00</b>	<b>\$11,350.00</b>	<b>\$1,500.00</b>	<b>15.23%</b>

*NOTE: This is the operating budget for General Assistance. The increase seen above is to compensate our Local Health Officers. **Select Board & Budget Committee recommend approval.***

**ARTICLE 7:** To see if the Town will vote to raise and appropriate **\$22,630.00** for **Mallett Hall**.

<b>Mallett Hall</b>	<b>Budget FY 2020</b>	<b>Request FY 2021</b>	<b>Difference</b>	<b>Percent</b>
Maintenance	\$14,477.00	\$15,130.00	\$653.00	4.51
Life Safety	\$2,100.00	\$2,100.00	-	-
Utilities	\$5,400.00	\$5,400.00	-	-
<b>Total</b>	<b>\$21,977.00</b>	<b>\$22,630.00</b>	<b>\$653.00</b>	<b>2.97</b>

*NOTE: This is the operating budget for Mallett Hall. This goes to the upkeep of the building. The increase is due to increased costs for cleaning supplies and a cost of living raise for the custodian.*

**Select Board & Budget Committee recommend approval.**

**ARTICLE 8:** To see if the Town will vote to raise and appropriate **\$130,016.00** for **Public Safety**.

<b>Public Safety</b>	<b>Budget FY 2020</b>	<b>Request FY 2021</b>	<b>Difference</b>	<b>Percent</b>
Public Safety	\$33,350.00	\$31,162.00	(\$2,188.00)	(6.56)
Administration	\$4,132.00	\$4,132.00	-	-
Compensation	\$37,961.00	\$39,889.00	\$1,928.00	5.08
Buildings	\$12,102.00	\$12,481.00	\$379.00	3.13
Operations	\$40,703.00	\$42,352.00	\$1,649.00	4.05
<b>TOTAL</b>	<b>\$128,248.00</b>	<b>\$130,016.00</b>	<b>\$1,768.00</b>	<b>1.38</b>

*NOTE: This is the operating budget for the Fire & Rescue Department. Increases are due to the State minimum wage requirements, increases in vendor costs for operations and costs for cleaning supplies.*

**Select Board & Budget Committee recommend approval.**

**ARTICLE 9:** To see what amount the Town will vote to raise and appropriate for **Public Works**.

<b>Public Works</b>	<b>Budget FY 2020</b>	<b>Request FY 2021</b>	<b>Difference</b>	<b>Percent</b>
Facilities Maintenance	\$12,270.00	\$12,910.00	\$640.00	5.22
Winter Roads	\$102,705.00	\$103,705.00	\$1,000.00	.97
Compensation	\$278,527.00	\$299,631.00	\$21,104.00	7.58
Fleet Maintenance	\$29,900.00	\$35,500.00	\$5,600.00	18.73
Fuel	\$31,800.00	\$32,800.00	\$1,000.00	3.14
Road Maintenance	\$268,600.00	\$259,700.00	(\$8,900.00)	(3.31)
Supplies	\$2,100.00	\$2,100.00	-	-
Administrative	\$4,195.00	\$4,395.00	\$200.00	4.77
<b>TOTAL</b>	<b>\$730,097.00</b>	<b>\$750,741.00</b>	<b>\$20,644</b>	<b>2.83</b>

*NOTE: This is the operating budget for the Public Works Department. Increases are due to utility increases, supplier increases, health insurance increases and equipment maintenance costs. The Public Works Department employs 4 individuals. There are two separate recommendations for this article. The Budget committee is recommending funding 2 employees at the Family Coverage Health Insurance Plan for \$726,252.00 (this is what the Town currently funds), the Select Board is recommending funding all 4 employees at the Family Health Insurance Coverage Plan for \$750,741.00 (this is for the potential of all 4 individuals taking the insurance plan). (→ Note continued on next page.)*

The intention of the Select Board recommendation is that if the 2 individuals who are not funded continue to not take the insurance the unused funds will be set aside in a dedicated carry forward account to be used should the need arise.

**ARTICLE 10:** To see if the Town will vote to raise and appropriate **\$108,329.00** for **Solid Waste**.

<b>Solid Waste</b>	<b>Budget FY 2020</b>	<b>Request FY 2021</b>	<b>Difference</b>	<b>Percent</b>
EcoMaine Fees Waste	\$17,000.00	\$19,000.00	\$2,000.00	11.76
EcoMaine Fees Recycling	\$4,900.00	\$4,200.00	(\$700.00)	(14.29)
Solid Waste Hauling	\$76,370.00	\$76,129.00	(\$241.00)	(.32)
Septic Contract	\$250.00	\$250.00	-	-
Metal Collection Day	\$250.00	\$250.00	-	-
PAYT Bags	\$6,400.00	\$8,500.00	\$2,100.00	32.81
<b>Total</b>	<b>\$105,170.00</b>	<b>\$108,329.00</b>	<b>\$3,159.00</b>	<b>3.00</b>

*NOTE: This is the operating budget for the Solid Waste Department. Increases are due to the costs for disposing of waste as well as production of the PAYT Trash bags. **Select Board & Budget Committee recommend approval.***

**ARTICLE 11:** To see if the Town will vote to raise and appropriate **\$3,200.00** for **Pownal Center Water Association**.

<b>PCWA</b>	<b>Budget FY 2020</b>	<b>Request FY 2021</b>	<b>Difference</b>	<b>Percent</b>
Town Expense	\$3,150.00	\$2,000.00	(\$1,150.00)	(36.51)
Utilities	\$1,000.00	\$1,200.00	\$200.00	20.00
<b>Total</b>	<b>\$4,150.00</b>	<b>\$3,200.00</b>	<b>(\$950.00)</b>	<b>(22.89)</b>

*NOTE: This is the operating budget for the Pownal Center Water Association. The decreases are due to a decreased need for operating costs as well as a deferred pump purchase. **Select Board & Budget Committee recommend approval.***

**ARTICLE 12:** To see if the Town will vote to raise and appropriate **\$4,064.00** for **Cemeteries**.

<b>Cemeteries</b>	<b>Budget FY 2020</b>	<b>Request FY 2021</b>	<b>Difference</b>	<b>Percent</b>
Compensation	\$3,200.00	\$3,264.00	\$64.00	2.00
Town Expense	\$800.00	\$800.00	-	-
<b>Total</b>	<b>\$4,000.00</b>	<b>\$4,064.00</b>	<b>\$64.00</b>	<b>1.60</b>

*NOTE: This is the operating budget for the Cemetery Commission. The increases are due to cost of living raises in compensation.*

**Select Board & Budget Committee recommend approval.**

**ARTICLE 13:** To see if the Town will vote to raise and appropriate **\$342,465.00** for **Debt Service and Other Obligations**.

<b>Debt Service</b>	<b>Budget FY 2020</b>	<b>Request FY 2021</b>	<b>Difference</b>	<b>Percent</b>
2007 Road Bond	\$70,123.00	\$66,619.00	(\$3,504.00)	(5.00)
2011 Road Bond	\$89,674.00	\$87,150.00	(\$2,524.00)	(2.81)
Grader Lease	\$21,377.00	\$21,378.00	\$1.00	-
2016 Road Bond	\$169,335.00	\$167,318.00	(\$2,017.00)	(1.19)
<b>Total</b>	<b>\$350,509.00</b>	<b>\$342,465.00</b>	<b>(\$8,044.00)</b>	<b>(2.29)</b>

*NOTE: This is the budget for our current Debt Service. These are bonds the Town has taken out that the Town is required to pay principal and interest on every year. As the Town pays down the debt it decreases the amount due in debt every year.*

**Select Board & Budget Committee recommend approval.**

**ARTICLE 14:** To see if the Town will vote to accept and apply **\$525,506.76** of the following **non-property tax revenues** to reduce the total amount authorized to be raised by taxation and to see if the Town will authorize the Select Board and Town Treasurer to accept any additional revenues or funds and expend any other revenue from the State, Federal, local and private sources for the support of the Town that may be used to reduce the amount required to be raised by taxation.

*NOTE: These are revenues that the Town takes in over the fiscal year that the Town expects to collect. The Town takes these revenues to help offset what the Town needs to raise in taxation which goes into calculating the Tax Mil Rate.*

**Select Board recommend approval.**

<b>Revenues</b>	<b>Budget FY 2020</b>	<b>Request FY 2021</b>	<b>Difference</b>
Cable Franchise Fee	\$11,807.00	\$11,807.00	\$0.00
Automobile Excise	\$304,023.00	\$230,100.00	(\$73,923.00)
Boat Excise	\$900.00	\$900.00	\$0.00
IF & W Agent Fees	\$1,000.00	\$500.00	(\$500.00)
Clerk Fees	\$207.00	\$180.00	(\$27.00)
Vital Statistic Fees	\$1,226.00	\$1,000.00	(\$226.00)
Copy/Fax Fee	\$96.00	\$100.00	\$4.00
Veterans Reimbursement	\$1,235.00	\$1,235.00	\$0.00
Lien Costs	\$700.00	\$1,000.00	\$300.00
Interest – Real Estate	\$7,300.00	\$5,100.00	(\$2,200.00)
BMV Agent Fees	\$4,900.00	\$5,200.00	\$300.00
State Park Fees	\$1,900.00	\$2,500.00	\$600.00
CEO Permits	\$16,800.00	\$12,000.00	(\$4,800.00)
Checking Interest	\$2,000.00	\$3,000.00	\$1,000.00
ACO Fees	\$300.00	\$300.00	\$0.00
ACO Late Fees	\$225.00	\$150.00	(\$75.00)
Subdivision App Fees	\$200.00	\$200.00	\$0.00
MDOT Road Assistance	\$35,000.00	\$36,000.00	\$1,000.00
From Fund Balance	\$4,500.00	\$5,500.00	\$1,000.00* Senior Property Tax Assistance
From Undesignated Fund	\$0.00	\$45,534.76	\$45,534.76* School Budget Misappropriation
Mallett Hall Rental	\$400.00	\$200.00	(\$200.00)
Solid Waste Bag Sales	\$28,600.00	\$26,000.00	(\$2,600.00)
<b>State Revenue Sharing</b>	<b>\$65,000.00</b>	<b>\$52,000.00</b>	<b>(\$13,000.00)</b>
<b>Homestead Exemption</b>	<b>\$85,000.00</b>	<b>\$85,000.00</b>	<b>\$0.00</b>
<b>Total Revenues</b>	<b>\$573,319.00</b>	<b>\$525,506.76</b>	<b>(\$47,812.24)</b>

**ARTICLE 15:** To see if the Town will vote to authorize the Select Board and the Town Treasurer, on behalf of the Town to accept any gifts, unanticipated donations, or pass-through funds that may be provided by individuals, business associations, charitable groups, or other organizations, which have not been listed in any of the previous articles, if the Select Board determines that the gifts, donations or pass-through funds and their purposes are in the best interest of the Town.

*NOTE: The Town needs to ask for permission by the legislative body to accept any gifts or donations that are not accounted for in our budget line items. This Article is voted on every year.*

**Select Board recommend approval.**

**ARTICLE 16:** To see if the Town will vote to exceed the maximum property tax levy limit (LD1) established by State law in the event that the municipal budget approved results in a tax commitment in excess of the property tax levy otherwise allowable, such that the increased maximum property tax levy hereby established will equal the amount committed, or see what action the town will take.

*Explanation: It is not projected that the town's budget will exceed tax levy limits established by State law, but as a preventative housekeeping action it is recommended the Town vote to approve Article 16. This is an article that is voted on at every Town Meeting.*

**Select Board recommend approval.**

**ARTICLE 17:**

- 1) To see if the Town will vote to set **September 15, 2020, December 15, 2020, March 15, 2021 and June 15, 2021** as the dates on which one quarter of taxes shall be due and payable and to charge **interest** at the rate of eight percent (**8.00%**) per year computed on a daily basis on any portion of the installment dues that remains outstanding as of September 16, 2020, December 16, 2020, March 16, 2021 and June 16, 2021.
- 2) To see if the Town will permit the Tax Collector or her designee to waive unintentional tax interest payment shortages in an amount not to exceed \$5.00; and
- 3) To see if the Town will vote to authorize the Tax Collector to accept payment of real estate property taxes not yet due or assessed pursuant to 36 M.R.S.A. Section 506-A. The Town does not apply interest on such collections.

*NOTE: This article is how the Town sets the Tax payment due dates. Item #2 is asking to allow the Tax Collector to waive unintentional tax interest. This happens when a payment is accidentally shorted due to slight oversight. Item #3 is required by state law at each Annual Town Meeting, in order to collect any prepayments for taxes paid prior to the commitment of said taxes.*

**Select Board recommends approval.**

**ARTICLE 18:** To see if the Town will vote to authorize the Tax Collector to enter into a standard agreement with taxpayers establishing a "tax club" payment plan for commercial and/or residential real estate property taxes, whereby:

- 1) The taxpayer agrees to pay specified monthly payments to the town based on his/her estimated and actual tax obligation for current year real estate property taxes;
- 2) The Town agrees not to charge interest on timely payments made pursuant to the tax club agreement;
- 3) The Town authorizes the collector to accept tax club payments for current year taxes which may be due prior to the commitment of those taxes;
- 4) The agreement is automatically terminated if a scheduled payment is late, and the taxpayer then becomes subject to the same due date(s) and interest date(s) and rate as other taxpayers who are not participating in a tax club;
- 5) Only taxpayers who do not have outstanding tax obligations for prior tax years are eligible to participate in the tax club program and;
- 6) Tax-payers wishing to participate in a tax club for a particular property tax year shall enter an agreement with the town by a publicly-advertised deadline determined by the tax collector.

*NOTE: This Article is a new proposal to the legislative body. It is implementing a program to help residents in town who may be on a fixed income who would benefit from a monthly payment plan to pay on real estate taxes. This will be an annual question to pass this particular program.*

**Select Board recommend approval.**

**ARTICLE 19:** To see if the Town will vote to set 0% as the rate to be paid by the Town on abated taxes pursuant to 36 M.S.R.A. Section 506-A.

*NOTE: This Article is to set an interest rate on money the Town would need to pay back to a taxpayer for taxes that have been abated. This is an Article that is voted on every year.*

**Select Board recommend approval.**

**ARTICLE 20:** To see if the Town will vote to authorize the Select Board to transfer not more than 3% of the Town's budgeted expenditures between budget line items provided that the Town's total budgeted expenditures shall not be increased.

*NOTE: This Article is asking the Town to allow the Select Board to move money from one line item to another should a budget line item not be approved for an increase. This is an Article that is voted on every year.*

**Select Board recommend approval.**

**ARTICLE 21:** To see if the Town will vote to authorize the transfer of any unexpended balances to the carry forward account and to authorize any overdrafts that may occur in Town operations during the fiscal year ending June 30, 2021, to be taken from that account.

*NOTE: This Article is asking the Town to allow the Select Board to transfer money that does not get expended each year to the carry forward account and should any budget line item that gets over expended due to unforeseen circumstances be taken from that specific account.*

**Select Board recommend approval.**

**ARTICLE 22:** To see if the Town will authorize the Select Board and the Town Treasurer, on behalf of the Town, to rent, sell or otherwise dispose of any parcel of real estate or any portion thereof acquired by the Town of Pownal between July 1, 2020 and June 30, 2021 for non-payment of taxes thereon, on such terms as they deem advisable.

*NOTE: This Article is asking the Town to allow the Select Board and Town Treasurer to dispose of real estate that the Town have become acquired due to foreclosure on terms as they deem advisable in the best interest of the Town. This is an Article that is voted on every year.*

**Select Board recommend approval.**

**ARTICLE 23:** To see if the Town will vote to allocate funds received from the registration of snowmobiles to Town established snowmobile club(s) for the purpose of maintaining their snowmobile trails to be open to the use of the public during the winter season.


*Explanation: It is a state mandate that the snowmobile registration money must be appropriated annually by the Town for whatever purpose it desires. If all or part of it is appropriated to a snowmobile club, one of the conditions of that appropriation must be that the club's trails are open to public use. Otherwise, it would be an illegal appropriation of public funds for a private group.*

*NOTE: Last year's Town Meeting approved the two operating snowmobile clubs in Town. Additionally, the Town was provided with a written letter with an agreement of both snowmobile clubs to split funds on a 50/50 basis annually. The snowmobile trails are all primarily on privately owned land. What property owners choose to do with their land during other seasons is at their discretion.*

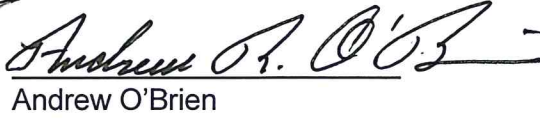
**Select Board recommend approval.**

Given unto hands this 15<sup>th</sup> day of June 2020 at Pownal, Maine

Select Board

  
Jonathan Morris

  
George Anderson Jr.

  
Andrew O'Brien

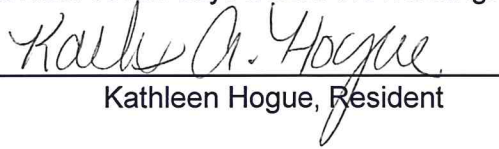
A true copy of the warrant.

Attest: , Melissa Henes, Town Clerk

RETURN OF THE WARRANT

Pownal, Maine June 15, 2020

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 purposes therein named, by posting an attested copy of said warrant at the Town Office, Short Stop, Pownal Post Office in said town, being public and conspicuous places in said town, on the 16 day of June, 2020, being at least seven days before the meeting.

  
Kathleen Hogue, Resident