AGENDA

ITEM

5. c.

TOWN OF CLINTON
BOARD OF SELECTMEN

MEMBERS: Jeffrey Towne, Chairman; Stephen Hatch, Randy Clark, Chester Nutting and Joe Massey

SELECTMEN'S MEETING MINUTES

DATE: March 13, 2007
TIME: 6:30 PM
PLACE: Selectmen's Room, Town Office

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE.

3. SELECTMEN PRESENT / QUORUM.

4. COMMENTS / QUESTIONS FROM THE PUBLIC CONCERNING MATTERS NOT RELATED TO ITEMS ON THE AGENDA.

5. ACTION ITEMS

   a. Approval of Selectmen's Meeting Minutes – February 27, 2007.
   Approval of Special Selectmen's Meeting Minutes – March 7, 2007

   MOTION: Move Board approve the minutes of the February 27, 2007 Selectmen's meeting and March 7, 2007 Special Selectmen's meeting.
   Motion by Randy to accept March 7 2007 minutes.
   Second by Joe
   Unanimous

   b. Board signature of Authorization Document for CEO Robert Sharkey to prosecute Edward Blanchard, 23 Pearl Street, for Land Use Violations, as an 80K Action, in Waterville District Court.

   Motion by Randy, board sign the Authorization Document for CEO Robert Sharkey to prosecute Edward Blanchard, 23 Pearl Street, for Land Use Violations, as an 80K Action, in Waterville District Court.
   Second by Joe
   Unanimous

c. Municipal Warrant For Prosecuting Unlicensed Dog Owners-Keepers.

Motion by Randy board approve and sign the Municipal Warrant for Prosecuting Unlicensed Dog Owners-Keepers.
Second by Joe
Unanimous

6. DISCUSSION ISSUES

a. Budget Committee transmittal of the proposed FY 07 / 08 proposed budget, together with its recommendations, to the Board of Selectmen. Phil McCarthy, Budget Committee Chair.

See Attached Documents

b. MMA legal opinion regarding Land Use Ordinance Building Permit Application Fee.

To increase Building and Plumbing fees it needs to be put on the Warrant and be voted on by citizens as an amendment to the existing Ordinance.

c. Library & Recreation Accounts.

Regarding Recreation accounts the Parks and Recreation Board have agreed to discuss dissolving the Parks and Recreation Committee and donating the funds in question to the Town Office under a designated funds account.

Regarding the Library Account the Town Manager suggested to have a workshop with the Library Trustees and the Selectman to discuss the issues. Selectman agree and set the date for April 10, 2007 at 5:30 pm in the selectman's room.

d. Selectmen's Budget Review.

Budget Workshop set with Selectman for March 20, 2007 at 6:30 pm.

7. SUPPLEMENTS AND ABATEMENTS

Joe motions to approve supplement for account 1023 map 006 lot 022-d in the amount of $97.50.
Second by Chet
Unanimous

8. TOWN MANAGER'S REPORT

a. Expense / Revenue Report.

See Attached Documents

b. Comments on the proposed FY 07 / 08 Budget.

See Attached Documents

c. Comments on the Purchasing Policy.
TM suggests the current purchasing policy should be changed to require purchase order required for a smaller amount than the current $750.00.

TM notified board police officer Toby Blodgett and Daniel Misner have resigned.

9. OLD / NEW BUSINESS
TM requests Selectman to sign Certification for him to be able to access and handle Trustee accounts with Bancnorth Investment Group.

10. WARRANT
Randy moves to accept warrant # 65 in the amount of $129,726.74.
Second by Joe
Unanimous

11. NEXT AGENDA ITEMS
1. Tax Collector Appointment
2. Re-Commitment of Taxes
3. Settlement of Taxes
4. General Assistance Director
5. Lime Mud Public Hearing
6. Lime Mud Applications
7. Executive Session; Consultation with CEO on pending enforcement matter in District Court.

12. ADJOURN
Motion to adjourn by Chet
Second by Randy
Unanimous
7:30 pm

AGENDA

ITEM

5. d.

TOWN MEETING WARRANT
TOWN OF CLINTON
Tuesday, June 12, 2007

DRAFT

To: Clayton Pierce, Highway Foreman for the Town of Clinton, County of Kennebec, 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 Clinton in said county and state, qualified by law to vote in town affairs, to vote in the Town of Clinton, at the Clinton Town Office, located at 27 Baker Street, on Tuesday the 12th day of June, AD 2007 from 8:00AM to 8:00PM, then and there to act upon the following articles to wit:

Article 1: To elect all municipal officers, and trustees, as are required to be elected.

Article 2: To see if the town will vote to raise and appropriate the sum of $228,074 for the Administrative Account.

Selectmen and Budget Committee Recommend: Yes

**Funding is for the Operation of the Town Office, collection of taxes and fees, overall coordination of various government functions.*

Article 3: To see if the town will vote to raise and appropriate the sum of $14,530 for the Town Hall Account.

Selectmen & Budget Committee Recommend: Yes

**Funding is for heat, lights, water, sewer, cleaning and maintenance of the Town Office Building.*

Article 4: To see if the town will vote to raise and appropriate the sum of $18,300 for the Code Enforcement Account.

Selectmen & Budget Committee Recommend: Yes

**Funding is for part time Code Enforcement Officer who issues building permits, inspects property for proper construction methods, and provides first contact to individuals who are in violation of the towns land use ordinance.*

Article 5: To see if the town will vote to raise and appropriate the sum of $9,435 for the General Assistance Account.

Selectmen & Budget Committee Recommend: Yes

**Funding allows the municipality to assist people who are in an emergency situation if they meet the financial guidelines establish by the state. Areas of assistance are Heat, Electricity, Burial, Rent, & Food.*

DRAFT

Article 6: To see if the town will vote to raise and appropriate the sum of $240,051 for the Fire/EMS Department Account.

Selectmen & Budget Committee Recommend: Yes

**Funding covers the Maintenance & Operation of the Fire and Ambulance Service, which includes Full-time Employees (4), maintenance and upgrades to associated equipment and fire station.*

Article 7: To see if the town will vote to raise and appropriate the sum of $175,206 for the Police Department Account.

Selectmen & Budget Committee Recommend: Yes

**Funding allows the town the opportunity to have a local presence strictly for use by the taxpayers of this community for Police Services.*

Article 8: To see if the town will vote to raise and appropriate the sum of $20,350 for E-911 Fire / Police Dispatch Services.

Selectmen and Budget Committee Recommend: Yes

**Funding is for the State Mandated regional dispatch system.*

Article 9: To see if the town will vote to increase the tax cap limit of $352,358 by $42,850 to fund the E-911 Fire / Police Dispatch and the fully funded COPs Grant position in the Police Department.

Selectmen and Budget Committee Recommend: Yes

**The State has mandated regionalization of E-911 Fire and Police Dispatch services and the total cost to the town is $20,350 for the dispatch fee to Waterville Communication Center and per capita fee to Regional Communication Center in Augusta. This will be an annual recurring cost. The town is required to fully fund the COPs Grant position in the Police Department since the 3-year grant is now over. The cost is $22,500. The town is required to fully fund the position this year or pay back the Federal Government the $75,000 grant. This article allows the tap cap to increase by $42,850 to cover these mandated costs.*

Article 10: To see if the town will vote to raise and appropriate the sum of $11,105 for the Animal Control Account.

Selectmen & Budget Committee Recommend: Yes

**Funding is for contracted Animal Control Officer to assist the town with Domestic Animal issues. Work is performed on an on-call basis.*

Article 11: To see if the town will vote to raise and appropriate the sum of $267,709 for the Highway Department Account.

Selectmen & Budget Committee Recommend: Yes

**Funding is for winter snowplowing/snow removal and general maintenance of existing roads, which may include gravel replacement, culvert and ditching work, brush cutting, sign placement etc.*

Article 12: To see if the Town will vote to raise and appropriate the sum of $360,469 for the Transfer Station Account.

Selectmen & Budget Committee Recommend: Yes

**Funding allows the municipalities of Benton and Clinton to dispose of Solid Waste (Household Trash) at no cost, encourages recycling and allows people the opportunity to dispose of other materials for a fee. The Town of Benton reimburses the Town of Clinton for 45% of the Transfer Station budget.*

Article 13: To see if the town will vote to raise and appropriate the sum of $44,000 for the Library Account.

Selectmen & Budget Committee Recommend: Yes

**Funding is for the general operation of the library and takes care of paying personnel, purchase of books and periodicals, general maintenance, payment of heat and lights etc.*

Article 14: To see if the town will vote to raise and appropriate the sum of $119,100 for the General Government Account.

Selectmen & Budget Committee Recommend: Yes

**Funding is for Street Lights and Fire Protection fees (Hydrants) within the municipality and social security payments to the federal government.*

Article 15: To see if the town will vote to raise and appropriate the sum of $56,530 for the Debt Service Account.

Selectmen & Budget Committee Recommend: Yes

**Funding is for the Town's share of First Park in Oakland and the payment of the Fire Station Debt.*

Article 16: To see if the town will vote to raise and appropriate the sum of $65,188 for the Insurance Account.

Selectmen & Budget Committee Recommend: Yes

**Funding is for Worker's Compensation, Unemployment, Personal Liability, Vehicle Liability, Buildings and General Liability insurance programs to cover the Town and in some cases Elected and Appointed Officials who provide services to the town.*

Article 17: To see if the town will vote to raise and appropriate the sum of $500 for the Planning and Appeals Board Account.

Selectmen & Budget Committee Recommend: Yes

**Funding is used for training of each respective group.*

Article 18: To see if the town will vote to raise and appropriate the sum of $6,696 for the Non Profit Support Service Account.

Selectmen & Budget Committee Recommend: Yes

**Funding is for various nonprofit groups to assist Clinton residents with Transportation, Food, and other services i.e.: Hospice Care, Senior Citizen support, Child & Family Counseling Service and American Flags for veterans graves on Memorial Day.*

Article 19: To see if the town will vote to raise and appropriate the sum of $17,350 for the Recreation Account.

Selectmen & Budget Committee Recommend: Yes

**Funding is for the efforts by the Parks & Recreation Board for upkeep of trees and park facilities within the community.*

Article 20: To see if the town will vote to raise and appropriate the sum of $14,000 for the Cemetery Account.

Selectmen & Budget Committee Recommend: Yes

**Funding is for the Cemetery Committee to maintain and repair the (7) cemeteries in Clinton.*

Article 21: To see if the town will vote to raise and appropriate the sum of $500 for operating needs of the Community/Economic Development Committees.

Selectmen & Budget Committee Recommend: Yes

**Funding use by the CDC/EDC when needed to work towards developing economic opportunities for companies when an interest is shown in Clinton, also used to assist in publicizing Clinton and what it can or has to offer new businesses.*

Article 22: To see if the town will vote to raise and appropriate the sum of $12,500 for the operation of the Police Athletic League (P.A.L.).

Selectmen & Budget Committee Recommend: Yes

***Funding** is fort P.A.L. in offering recreational program opportunities to the children of Clinton. Some activities offered by P.A.L. are Baseball, Softball, and Soccer, Basketball, etc.*

Article 23: To see of the town will vote to collect and expend the sum of $835,250 in anticipated revenue to reduce the amount raised by taxation.

Selectmen & Budget Committee Recommend: Yes

Article 24: To see if the town will vote to purchase a 1 & ½ Ton Truck with Plow for the Highway Department and fund with $27,000 from the Truck Reserve Fund and $23,000 from the Undesignated Fund Balance for a total of $50,000.

Selectmen & Budget Committee Recommend: Yes

***Funding** will replace the old Highway truck with plow in accordance with Capital Improvement Plan.*

Article 25: to see if the town will vote to purchase a Police Cruiser for the Police Department and fund with $8,000 from the Police Reserve Fund and $16,000 from the Undesignated Reserve Fund for a total of $24,000.

Selectmen & Budget Committee Recommend; Yes

***Funding** will replace the 3-year old cruiser in accordance with the Capital Improvement Plan.*

Article 26: To see if the town will vote to purchase 23 dual frequency pagers (communication) for the Fire Department and fund $9,000 from the Undesignated Fund Balance for a total of $9,000.

Selectmen and Budget Committee Recommend: Yes

***Funding** will purchase 23 dual frequency pagers to allow the Fire Department to communicate with firemen as part of the state mandated regional dispatch system.*

Article 27: To see if the town will vote to transfer and appropriate the sum of $33,000 from the Undesignated Fund Balance for the Capital Reserve Account to purchase vehicles: Individual Accounts; Highway (Sidewalk Tractor) $15,000, and Highway (Backhoe/loader) $18,000.

Selectmen & Budget Committee Recommend: Yes

***Funding** is placed in Capital Reserve Fund for future equipment replacement in accordance with Capital Improvement Plan.*

Article 28: To see if the town will vote: (1) to appropriate the sum not to exceed $204,000 for public infrastructure improvements by reconstruction and paving of 0.5 miles of Hill Road beyond Goodrich Road toward Dean Road and shim / overlay of other selected roads; (2) to increase the tax levy limit for FY 08 / 09 in the sum not to exceed 28,000 for annual debt service payments; and (3) to authorize the Board of Selectmen to borrow a sum in an amount not to exceed $204,000 for the purpose stated in this article and to issue notes and / or general obligation bonds for funding this debt, with the Board of Selectmen having the discretion to fix the date maturities, denomination, interest rate, place of payment, form and other details of the notes and / or securities and to provide for the sale of securities in the manner prescribed by the laws of the State of Maine.

FINANCIAL STATEMENT
Town of Clinton

1 **Total Town Indebtedness**

Bonds outstanding and unpaid:	$259,700
Bonds authorized and unissued:	$ 0
Bonds to be issued if the question is approved:	$204,000
TOTAL	$463,700

2 **Costs**

An estimated maximum interest 4.00% of the estimated costs of this bond issue will be:

10 Years	
Principal	$204,000
Interest	$ 44,880
Total Debt Service	$248,880

3 **Validity**

The validity of the bonds of the voter's ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of total debt service for the bond issue varies from the estimate, the ramification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Selectmen & Budget Committee Recommend: Yes

***Funding** this continues the efforts made in the past several years to follow suggestions of the Road Committee for road upgrades and paving.*

Article 29: To see if the town will vote: (1) to appropriate the sum not to exceed $175,000 for public infrastructure improvements by making an offer on the existing building at 935 Main Street, Clinton, Maine to be used as a highway garage; (2) to increase the tax levy limit for FY

08 / 09 in the sum not to exceed $23,000 for annual debt service payments; and (3) to authorize the Board of Selectmen to borrow a sum in an amount not to exceed $175,000 for the purpose stated in this article and to issue notes and/or general obligation bonds for funding this debt, with the Board of Selectmen having the discretion to fix the date, maturities, denomination, interest rate, place of payment, form and other details of the notes and/or securities and to provide for the sale of securities in the manner prescribed by the laws of the State of the Maine.

FINANCIAL STATEMENT
Town of Clinton

1 **Total Town Indebtedness**

Bonds outstanding and unpaid:	$259,700
Bonds authorized and unissued:	$ 0
Bonds to be issued if the question is approved:	$175,000
TOTAL	$434,700

2 **Costs**

An estimated maximum interest 4.00% of the estimated costs of this bond issue will be:

10 Years	
Principal	$175,000
Interest	$ 38,500
Total Debt Service	$213,500

3 **Validity**

The validity of the bonds of the voter's ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of total debt service for the bond issue varies from the estimate, the ramification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Selectmen & Budget Committee Recommend: Yes

Article 30: To see if the town will vote to charge 10.00% interest on unpaid taxes after October 1, 2007 for the first half of the property taxes that are due and payable, and interest on unpaid taxes after April 1, 2008 for the second half of the property taxes that are due and payable.

Selectmen Recommend: Yes

Note*: maximum set by the state to charge is 12.00%.

Article 31: To see if the town will appropriate 50% out of money received from the state refund of snowmobiles registrations, to the Trail riders Club for the purpose of maintaining their public snowmobile trails, and to authorize the municipal officers to enter into an agreement with the Club, under such conditions as the municipal officers may deem advisable for that purpose.

Selectmen Recommend: Yes

Article 32: To see if the town will vote to set the interest rate of 6.00% to be paid by the town on abated taxes pursuant to 36 M.R.S.A. 710 to pay tax abatements and applicable interest granted during the fiscal year.

Selectmen Recommend: Yes

Article 33: To see if the town will vote to authorize the Selectmen to reduce the amount required to be raised from property taxes by drawing on the Undesignated Fund Balance.

Selectmen Recommend: Yes

Article 34: To see if the town will vote to transfer the sum up to $17,500 from the Capital Reserve Account – Fire Department for the town's grant match of 5% towards a new fire truck pumper / tanker in the event of a grant award from the Federal Emergency Management Agency.

Selectmen Recommend: Yes

Given under our hands this _____ day of _____, 2007

_____
Jeffrey Towne, Chairman

_____
Stephen Hatch

_____
Randy Clark

_____
Chester Nutting

_____
Joseph Massey

A True Copy of the
Warrant Attested

_____
Holly Stebbins, Interim Town Clerk