



Annual Town Meeting Warrant
Tuesday, June 11, 2024 (Elections)
And
Wednesday, June 12, 2024 (Business)

WARRANT

Sagadahoc, ss:

To David Barnes, a Constable of the Town of Phippsburg:

Greetings:

In the name of the State of Maine, you are hereby required to notify and warn the voters of the Town of Phippsburg, in Sagadahoc County, qualified by law to vote on town affairs, to meet at the Town Hall, 1042 Main Road in said Town on Tuesday the 11th day of June at 8:00 a.m., then and there to act upon Article 1 and Article 2. All of said articles being set out to wit:

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

Article 2. To elect by Secret Ballot the following officers: one (1) Select Board Member, who shall also be an Assessor and Overseer, for a three-year term, one (1) Road Commissioner, and (2) two Budget Committee members for a three-year term. All terms expire on June 30, 2027.

THE POLLS WILL BE OPEN FROM 8:00 A.M. TO 8:00 P.M.
(The Town Clerk may begin processing Absentee Ballots at 9:00 A.M.)

And to notify and warn the voters of the Town of Phippsburg, to meet at the Phippsburg Elementary School at 1047 Main Road, in said Town at 6:30 o'clock in the evening on Wednesday the 12th day of June 2024 to act on Business Articles 3 through 79. All of said Articles being set out to wit:

Special Notes

Note 1: The notation "LY" indicates Last Year's appropriation (for Fiscal Year 2024).

Note 2: Ordinances and ordinance amendments cannot be amended on Town Meeting floor.

TOWN MEETING ARTICLES FOR CONSENT AGENDA

To help improve the efficiency of the Town Meeting, the Select Board has agreed to propose a motion for Articles 3 through 20 as they are presented, written, and recommended in the Warrant by the Select Board and others. *If anyone would like to discuss a particular Article, they may request that it be removed from the motion.*

The summary below is a quick reference guide - the full text of each Article follows.

Article	Summary	Approved LY
3	Authorize Select Board to accept gifts and donations.	YES
4	Authorize Select Board to dispose of personal property with a value =/<\$10,000.00.	YES
5	Authorize Select Board to apply for and execute any documents related to all grants, to accept said grant funds if awarded, and authorize their expenditure for the purposes specified in the grant. This shall include ARPA funds.	YES
6	Authorization to carry forward specific accounts.	YES
7	Authorize Select Board to set annual fees for returned checks, copies, and various other administrative fees.	YES
8	Authorize Select Board to make expenditures from the Capital Reserve accounts.	YES
9	Set the due dates for RE/PP taxes for 11/15/24 and 5/15/25.	YES
10	Set the interest rate for RE/PP taxes at 8.5% for taxes unpaid on 11/16/24 and 5/16/25.	YES
11	Authorize the Tax Collector to accept prepayment of RE/PP taxes without paying interest.	YES
12	Set the refunded abatement interest rate for RE/PP taxes at that of delinquent taxes minus 4%.	YES
13	Authorize Select Board to sell or dispose of any real estate acquired by tax liens on such terms as they deem in the best interest of the town. If sold to anyone other than the previous owner the Select Board will use the sale process required by 36 M.R.S. § 943-C.	YES
14	Authorize the Treasurer to waive foreclosure of a tax lien mortgage.	YES
15	Appropriate from surplus the recommended amount of \$3,500 to pay for abatements for FY25.	YES
16	Authorize acceptance of all State Road funds.	YES
17	Authorize Select Board to grant utility easements.	YES
18	Authorize the selling of fishing rights and taking of River Herring (alewives) at Winnegance for 2025.	YES
19	Vote to maintain exclusive river herring harvest rights at Center Pond for 2025.	YES
20	Authorize the Select Board to enter into contracts up to 5 years.	YES

GENERAL GOVERNMENT

Article 3. To see if the Town will vote to authorize the Select Board to accept gifts and donations, including monetary, on behalf of the Town and to expend/use the gifts and donations for the purpose for which they were donated.

Article 4. To see if the Town will vote to authorize the municipal officers to dispose of town owned personal property and vehicles with a value of \$10,000.00 or less under such terms and conditions as they may deem advisable.

Article 5. To see if the Town will vote to authorize the Select Board to apply for and execute any documents related to grants, to accept said grant funds if awarded, and authorize their expenditure for the purposes specified in the grant including Coronavirus Local Fiscal Recovery Funds (aka American Rescue Plan Act or ARPA funds) received by the Town from the federal government.

Article 6. To see if the Town will vote to transfer any unexpended account balances that may exist as of June 30, 2024, to surplus, except those accounts listed below to be carried forward. The Select Board are authorized to expend funds out of these carry forward accounts for the purpose for which they were established.

List of Accounts to be carried forward - *includes any income to accounts* Indicates a new account.*

- | | |
|---------------------------------------|-----------------------------------|
| American Rescue Plan Act | PCATV PEG Capital |
| Animal Control Officer | Planning Board |
| Public Safety Day (Bike Rodeo) | Police Capital Reserve |
| Center Pond River Herring Fishway Ops | Police Operations |
| Center Pond Fishway Rebuild Capital | Private Cemetery Maintenance |
| Community Garden Committee | Rescue Department |
| Conservation Commission | Revaluation |
| Comprehensive Plan | Road - Capital Improvements |
| DeBery Scholarship Fund | Road - General |
| Earned Time Accrual | Road - LRAP (State) |
| Emergency Management | Road - Tar |
| Fire Department General | Road - Winter |
| Fire Department Operations/Utilities | Shellfish Conservation Commission |
| Fire & Rescue Capital Reserve | Social Resilience Study |
| Goodwill Account | Technology Capital |
| Harbor Commission | Town Hall Capital Reserve |
| Historic Preservation Commission | Totman Library Operations |
| Internet (PCATV Tech) | Totman Library Capital Reserve |
| Memorial Park Fund | Town Landings Maintenance |
| Murphy House Fund | Town Landings Capital Reserve |
| Parking Enforcement | Town Lands Management |
| PCATV Operations | Transfer Station Capital Reserve |
| Rescue Billing Reserve | Winnegance River Herring Fishway |

Article 7. To see if the Town will vote to authorize the Select Board to set fees for returned checks, copies of Town ordinances and other documents, and various other administrative fees, such as the Board of Assessment Review fees, parking tickets, and police enforcement details.

Article 8. To see if the Town will vote to authorize the Select Board to make expenditures from the following capital reserve accounts, as the need arises during the period of July 1, 2024, through June 30, 2025. All expenditures will be made pursuant to 30-A MRSA § 5802 which requires that expenditures only be made for the specific purpose for which the account was established.

Albert F. Totman Library Capital Reserve (major repairs, maintenance)
Center Pond Fishway Rebuild Capital Reserve (rebuild of Fishway)
Fire/Rescue Capital Reserve (fire or rescue equipment, vehicles)
PCATV, PEG (Public, Educational, Governmental) Capital Reserve (new equipment, repairs)
Police Capital Reserve (police vehicles, equipment)
Revaluation Capital Reserve (town wide revaluation, equalizations)
Road Capital Reserve (major road repairs, construction, overlays)
Technology Capital Reserve (new computer/phone hardware, software, upgrades)
Town Hall Capital Reserve (major repairs, new equipment, construction, maintenance)
Town Landings Capital Reserve (major construction, repairs)
Transfer Station Capital Reserve (major construction, equipment, repairs)

Article 9. To see if the Town will vote to establish the date of November 15, 2024, as the date when one-half of the fiscal year 2024 real estate and personal property taxes are due and payable, and the date of May 15, 2025, when the remaining one-half of the fiscal year 2024 real estate and personal property taxes are due and payable.

Article 10. To see if the Town will vote to set an interest rate of eight- and one-half percent (8.5%) per annum, or any adjusted maximum annual rate established by the State Treasurer, on fiscal year 2024 real estate and personal property taxes unpaid on November 16, 2024, and fiscal year 2025 real estate and personal property taxes unpaid on May 16, 2025. Such interest shall be added to and become part of the taxes.
This is the maximum annual rate established by the State Treasurer for FY24. Last year's interest rate was set at 8%.

Article 11. To see if the Town will vote, pursuant to 36 MRSA § 506, to authorize the Tax Collector to accept prepayment of taxes not yet committed and not to pay interest thereon.

Article 12. To see if the Town will vote, pursuant to 36 MRSA § 506-A, to set the refunded abatement interest rate on fiscal year 2023 real estate and personal property taxes at the fiscal year 2024 interest rate for delinquent taxes minus 4%.

Article 13. To see if the Town will authorize the Select Board and Treasurer to sell and dispose of any real estate acquired by tax liens on such terms as they deem in the best interest of the Town, except that the municipal officers shall first use the sale process in 36 M.R.S. § 943-C if they choose to sell property to anyone other than the former owner. Sales to someone other than the former owner, excess sale proceeds, as defined in 36 M.R.S. § 943-C, shall be returned to the former owner. This includes the selling of real estate back to the former owner(s) upon payment of all unpaid taxes; taxes that would have been paid had the real estate not been town-owned; with lien costs and interest. Notification must be made to the Town Lands Management Committee, Town Landings Committee, Conservation Commission, and the Phippsburg Land Trust before a prospective sale can be authorized by Town Meeting or advertised. An accounting of any sale will be published in the Town Report.

Article 14. To see if the Town will vote to authorize the municipal Treasurer, upon direction from the Select Board, to waive the foreclosure of a Tax Lien Mortgage by recording a Waiver of Foreclosure in the Registry of Deeds in which the Tax Lien Certificate is recorded, prior to the right of redemption expiring, pursuant to 36 MRSA § 944.

Article 15. To see what sum the Town will vote to appropriate from Surplus available as of July 1, 2024, to pay for abatements and applicable interest granted during FY 2024.

Select Board and Budget Committee recommend \$3,500.00 LY - \$3,500.00

Article 16. To see if the Town will vote to accept all State Local Road Assistance Program (LRAP) Funds, into the Special Road Maintenance Account (also known as the State Road Account) and to authorize the Select Board, with the advice of the Road Commissioner and Road Committee to make expenditures out of this account for road repairs (capital improvements) and cost shares with Maine DOT for minor collector road projects.

Select Board, Road Committee, and Road Commissioner recommend approval

Article 17. To see if the Town will vote to authorize the Select Board to grant utility easements for utilities crossing under Town Roads. Installations shall comply with the requirements set forth by the Select Board and Road Commissioner.

Select Board, Road Committee, and Road Commissioner recommend approval

Article 18. To see if the Town will vote to authorize the Winnegance River Herring Commission to sell the fishing rights of Winnegance Lake and waters leading thereto for the FY 2025 season.

Select Board and Winnegance River Herring Commission recommend approval

Article 19. To see if the Town will vote to maintain its exclusive river herring (*Alosa aestivalis* & *Alosa pseudoharengus*) harvest rights and allow the Center Pond River Herring Committee to manage the harvest and sale of river herring captured at Center Pond within the guidelines of an approved management plan for the FY 2025 season.

Select Board and Center Pond River Herring Committee recommend approval

Article 20. To see if the Town will vote to authorize the Select Board to enter into contracts for a period of not more than 5 years on behalf of the Town.

Select Board recommend approval

Article 21. To see what sum the Town will vote to appropriate from Surplus available as of July 1, 2024, to reduce taxes.

Select Board and Budget Committee recommend \$1,150,000.00 LY - \$950,000.00

The audited surplus balance on July 1, 2023 is not available at the time of printing.

Article 22. To see what sum the Town will vote to raise and appropriate to for the Revaluation Reserve Account, pursuant to 30-A MRSA § 5801, for future property assessment revaluation or equalization.

Select Board and Budget Committee recommend \$225,000.00 LY - \$75,000.00

Article 23. To see if the town will vote to carry forward the balance of the Cannon Relocation account as of June 30, 2024.

Select Board recommends approval

The Bureau of Parks and Lands has not officially accepted the Cannon formerly located in Popham. Funds appropriated at Town Meeting in June 2023 have not yet been expended.

Article 24. To see if the Town will vote to set the salary for each of the following town officials and establish wage budgets for hourly positions.

Position	FY 25 Request (3.2% COLA)	FY 24 Appropriation (8.7% COLA)
First Select Board	\$7,500.00	\$7,500.00
Second Select Board	\$7,000.00	\$7,000.00
Third Select Board	\$7,000.00	\$7,000.00
Town Administrator	\$78,435.00	\$76,000.00
Administrative Office Support \$23.56/HR	\$42,875.00	\$41,545.00
Registrar of Voters	\$1,235.00	\$1,195.00
Tax Collector	\$45,545.00	\$44,132.00
Treasurer**	\$23,000.00	\$18,878.00
Town Clerk	\$20,190.00	\$19,566.00
Deputy Town Clerk \$23.56/HR	\$4,195.00	\$4,066.00
Codes Enforcement	\$70,555.00	\$68,365.00
LPI Alternate	\$1,700.00	\$1,402.00
Assessing Field Agent \$33.65/HR CAD \$26.92/HR	\$13,620.00	\$13,197.00
Police Chief**	\$85,655.00	\$83,000.00
Full-Time Patrol Officer (\$29.93/HR)	\$65,000.00	\$00.00
Part-Time Patrol Officers (2) \$24.75-26.75/HR	\$35,450.00	\$34,349.00
Constable	\$1,120.00	\$1,087.00
ACO \$24/HR**	\$25,000.00	\$8,250.00
Road Commissioner	\$9,535.00	\$9,240.00
Fire Chief**	\$24,000.00	\$12,785.00
1st Asst. Fire Chief	\$5,270.00	\$5,109.00
Rescue Chief	\$11,220.00	\$10,870.00
EMT – 2 Positions \$27.73/HR & \$28.00/HR	\$123,395.00	\$119,570.00
Rescue Responders \$6.00/HR \$20.00/HR**	\$137,100.00	\$104,352.00
Fire Responders Stipend**	\$30,000.00	\$23,691.00
Fire Warden	\$2,505.00	\$2,505.00
Deputy Fire Ward (3)	\$1,860.00	\$1,860.00
Emergency Mgmt. Director	\$1,680.00	\$1,630.00
Moderator	\$810.00	\$788.00
Ballot Clerks & Warden \$17.00/HR \$19.61/HR**	\$7,000.00	\$5,755.00
Health Officer	\$1,120.00	\$1,087.00
Librarian	\$17,500.00	\$16,957.00
CATV Station Manager**	\$17,500.00	\$14,045.00
Recreation Stipends 3 @ \$1,078.20 – 2 @ \$828.20	\$5,045.00	\$4,891.00
Planning & Appeals Admin Assistant - \$28.05/HR	\$29,165.00	\$28,262.00
Transfer Station Attendants (\$24.25 & \$22.19/HR)	\$76,275.00	\$71,000.00
TOTAL	\$1,036,055.00	\$870,929.00

*Positions reviewed for FY 25 increase unrelated to the COLA, are indicated by ***

Positions transferred from other accounts are indicated in bold

The cost-of-living increase of 3.2% was recommended by the Select Board and Budget Committee which coincides with the Social Security COLA for FY 25.

Article 25. To see what sum the Town will vote to raise and appropriate for salaries and wages set by Article #24.

Select Board and Budget Committee recommend \$1,036,055.00, LY - \$870,929.00

Article 26. To see if the Town will vote to appropriate a **\$22,000.00** distribution from the H.M. Payson investment funds to reduce the Maine State Retirement expense.

Select Board, Budget Committee, and Finance Committee recommend approval

This account was established in 2015 with funds from MSRS previously managed by the State.

LY - \$21,000.00

Article 27. To see what sum the Town will vote to raise and appropriate for each of the following Insurances and Benefits.

<u>Account</u>	<u>FY 25</u>	<u>FY 24</u>
Earned Time Benefit	\$7,500.00	\$5,000.00
Payroll Taxes (FICA/Medicare)	\$91,000.00	\$75,000.00
Workers Compensation Insurance	\$37,500.00	\$29,000.00
Risk Pool & Public Officials Liability	\$37,500.00	\$35,000.00
Municipal Health Insurance	\$141,000.00	\$84,000.00
Maine State Retirement	\$10,000.00	\$10,000.00
Fire/Rescue Disability Insurance	\$1,250.00	\$1,250.00
Volunteer Accident Insurance	\$500.00	\$500.00
TOTAL	\$326,250.00	\$239,750.00

Select Board and Budget Committee recommend \$326,250.00

The expected expense for Maine State Retirement is \$31,000.00 however the H.M. Payson distribution of \$22,000 will offset this expense, reducing the request to \$10,000.00. LY - \$10,000.00.

Article 28. To see what sum the Town will vote to raise and appropriate for Town Administration expenses.

Select Board and Budget Committee recommend \$91,000.00 LY - \$90,000.00

Article 29. To see what sum the Town will vote to raise and appropriate for each of the following Assessing Accounts:

<u>Account</u>	<u>FY 25</u>	<u>FY 24</u>
Assessing Agent Contract	\$59,700.00	\$57,900.00
Mapping and Associated Costs	\$3,000.00	\$3,000.00
TOTAL	\$62,700.00	\$60,900.00

Select Board and Budget Committee recommend \$62,700.00 LY - \$60,900.00

The request is increased to reflect the COLA increase of 3.2% for the Assessing Agent.

Article 30. To see what sum the Town will vote to raise and appropriate for legal expenses.

Select Board and Budget Committee recommend \$30,000.00 LY - \$35,000.00

Article 31. To see what sum the Town will vote to raise and appropriate for expenses related to the Town's next Comprehensive Plan.

Select Board and Budget Committee recommend \$16,500.00 LY - \$18,000.00

Article 32. To see what sum the Town will vote to raise and appropriate for the operation and maintenance of the Town Hall.

Select Board and Budget Committee recommend \$16,000.00 LY - \$15,500.00

Article 33. To see what sum the Town will vote to raise and appropriate for the Town Hall Capital Reserve account, used for major repairs, new equipment, construction, maintenance.

Select Board and Budget Committee recommend \$4,000.00 LY - \$4,000.00

Article 34. To see what sum the Town will vote to raise and appropriate for the Technology Capital Reserve account, pursuant to 30-A MRSA § 5802, for new computers, phones, hardware, software, and upgrades.

Select Board and Budget Committee recommend \$3,000.00 LY - \$2,500.00

Article 35. To see what sum the Town will vote to raise and appropriate for the CATV Tech (Internet) account.

Select Board and Budget Committee recommend \$4,000.00 – LY - \$3,000.00

Article 36. To see what sum the Town will vote to raise and appropriate for the Select Board's Contingency fund for expenditures not budgeted for in any specific account.

Select Board and Budget Committee recommend \$5,000.00 LY - \$7,000.00

Article 37. To see what sum the Town will vote to raise and appropriate for the purchase, installation, and repair of Enhanced 9-1-1 road signs.

Select Board and Budget Committee recommend \$1,000.00 LY - \$850.00

Article 38. To see what sum the Town will vote to raise and appropriate for support of the Phippsburg Community Access Television (PCATV) channel.

Select Board, Budget Committee, and PCATV Committee recommend \$4,800.00 LY - \$4,800.00

Article 39. To see what sum the Town will vote to raise and appropriate for the Maine Pre-Trial work program, and the County Jail work program.

Pre-Trial Supervisor pay comes from this account - \$16.80/hr LY - \$16.31/hr

Select Board and Budget Committee recommend \$1,500.00 LY - \$1,500.00

FIRE AND RESCUE DEPARTMENTS

Article 40. To see what sum the Town will vote to raise and appropriate for operational utility expenses of telephone, lights, heat, water treatment, and alarm system at the Fire Station.

Select Board, Budget Committee, and Fire Chief recommend \$15,000.00 LY - \$15,000.00

Article 41. To see what sum the Town will vote to raise and appropriate for the Fire Department General Account for vehicle fuel, fire equipment, repairs, cellular phones, clerical work, and supplies.

Select Board, Budget Committee, and Fire Chief recommend \$20,000.00 LY - \$20,000.00

Article 42. To see what sum the Town will vote to raise and appropriate for the Rescue Department Account for vehicle fuel, rescue equipment, repairs, cellular phones, clerical work, and supplies.

Select Board, Budget Committee, and Rescue Chief recommend \$25,900.00 LY - \$28,000.00

Article 43. To see what sum the Town will vote to raise and appropriate for the Fire/Rescue Capital Improvement Reserve Account, pursuant to 30-A MRSA § 5801, for future purchases of fire or rescue equipment and vehicles.

Select Board, Budget Committee, and Fire Chief recommend \$40,000.00 LY - \$30,000.00

Article 44. To see if the town will vote to transfer 25% of the yearly revenue procured through the billing of ambulance services, for the repair and maintenance of ambulance equipment and overtime expenses for EMTs. All expenditures will be made pursuant to 30-A MRSA § 5802 which requires that expenditures only be made for the specific purpose for which the account was established.

Select Board Recommend passage

POLICE DEPARTMENT

Article 45. To see what sum the Town will vote to raise and appropriate for the Animal Control Officer Operations Account.

Select Board, Budget Committee, and ACO recommend \$12,000.00 LY - \$7,000.00

Article 46. To see what sum the Town will vote to raise and appropriate for operation of the Police Department.

Select Board, Budget Committee and Police Chief recommend \$50,000.00 LY - \$43,100.00

Article 47. To see what sum the Town will vote to raise and appropriate for the Police Capital Improvement Reserve account, pursuant to 30-A MRSA § 5801, for the purpose of purchasing a Police Department Vehicle.

Select Board, Budget Committee, and Police Chief recommend \$37,500.00 LY - \$35,000.00

Planning for the next Police Interceptor SUV replacement in FY24 and the Interceptor Cruiser in FY26-27.

Article 48. To see what sum the Town will vote to raise and appropriate for the Parking Enforcement Operations Account.

Select Board, Police Chief and Budget Committee recommend \$14,500.00 LY - \$14,300.00

The Bureau of Parks and Lands contributes to this account to provide 7-day coverage. Community Service Officer pay comes from this account at \$20.33/hr. LY - \$19.78/hr

Article 49. To see if the Town will authorize the transfer of the annual state subsidy for parking enforcement to the Parking Enforcement Operations Account to be appropriated for expenses.

Select Board and Police Chief recommend approval

The State Bureau of Parks & Lands also authorizes a Parking Enforcement subsidy which will be \$12,500.00 for the 2024 summer season LY - \$11,000.00.

Article 50. To see if the Town will authorize the transfer of the balance of the full-time officer account appropriated at the 2023 Town Meeting as of June 30, 2024, to the Police Operations account.

Select Board and Police Chief recommend approval

The full-time officer is scheduled to attend the Maine Criminal Justice Academy in August. Tuition, equipment, and training costs will not be fully expended by June 30, 2024.

TOWN ROADS

Article 51. To see what sum the Town will vote to raise and appropriate for each of the following Road Maintenance accounts.

<u>Account</u>	<u>FY 25</u>	<u>FY 24</u>
Highway- General	\$72,000.00	\$130,000.00
Tar	\$30,000.00	\$30,000.00
TOTAL	\$102,000.00	\$160,000.00

**Select Board, Budget Committee, and Road Commissioner recommend \$102,000.00
LY \$160,000.00**

Wages for the summer road maintenance crew comes out of this account. (\$27.80/hr, \$26.80/hr and \$25.80/hr)

Article 52. To see what sum the Town will vote to raise and appropriate for the Winter Road Maintenance account.

Select Board and Budget Committee recommend \$560,000.00 LY - \$560,000.00

New 3-year plowing contracts went into effect October 15th, 2023.

Article 53. To see what sum the Town will vote to raise and appropriate for the Road Capital Reserve Account pursuant to Title 30-A MRSA § 5801, to fund major road repairs, construction, and overlays of Town roads.

Select Board, Budget Committee, and Road Committee recommend \$650,000.00.

LY - \$700,000.00

HEALTH, WELFARE, AND SANITATION

Article 54. To see what sum the Town will vote to raise and appropriate for General Assistance.

Select Board and Budget Committee recommend \$7,250.00 LY - \$7,250.00

State mandated program. Town must approve funds regardless of appropriated amount. Reimbursement of 70% from the State.

Article 55. To see what sum the Town will vote to raise and appropriate for operation of the Town Transfer Station.

Select Board and Budget Committee recommend \$280,000.00 LY - \$266,000.00

The Town will enter the 3rd year of a 5-year contract for disposal of waste.

Article 56. To see what sum the Town will vote to raise and appropriate for the Transfer Station Capital Improvement Reserve Account, pursuant to 30-A MRSA § 5801, for major construction, equipment, and repairs at the Town Transfer Station.

Select Board and Budget Committee recommend \$15,000.00 LY - \$15,000.00

Plans to pave the bulk waste area and the area underneath the trash containers (FY24/FY25)

Article 57. To see what sum the Town will raise and appropriate for the operation and maintenance of the Phippsburg Community Garden.

Select Board, Community Garden Committee and Budget Committee recommend \$500.00 LY - \$500.00

PRESERVATION, PLANNING, AND CONSERVATION

Article 58. To see what sum the Town will vote to raise and appropriate for the Shellfish Conservation Account.

Select Board, Budget Committee and Shellfish Commission recommend \$5,000.00 LY - \$5,000.00

Wages for the Shellfish Warden come from this account (\$26.83/hr, LY \$26/hr) The Shellfish account is not producing as much revenue as before with the reduced number of licenses available.

Article 59. To see if the Town will vote to pay wages for the following positions from the balances in the associated Accounts:

Position

Associated Account

Harbormaster

Harbor Account

Fishway Tender

Center Pond Fishway Operations Account

Select Board, Harbor Commission and Center Pond Alewife Committee recommend approval.

The wages will be paid from accounts that do not have a separate article for funding this year. The wages will be funded by the associated account. Harbormaster - \$26.83/hr, LY - \$26.00/hr, Fishway Tender - \$20.64/hr, LY - \$20.00/hr

HARBORS, PUBLIC LANDINGS, AND TOWN LANDS MANAGEMENT

Article 60. To see what sum the Town will vote to raise and appropriate for the Town Landings Maintenance account.

Select Board, Budget Committee and Town Landings Committee recommend \$9,000.00 LY - \$6,000.00

Article 61. To see what sum the Town will vote to raise and appropriate for the Town Landings Capital account.

Select Board, Budget Committee and Town Landings Committee recommend \$25,000.00 LY - \$10,000.00

Article 62. To see what sum the Town will vote to raise and appropriate for the management of Town Lands.

Select Board, Budget Committee, and Town Lands Management Committee recommend \$4,800.00 LY-\$00.00

Article 63. To see what sum the Town will vote to raise and appropriate for the management of Town Harbors.

Select Board, Budget Committee, Harbormaster, and Harbor Commission recommend \$15,000 LY-\$00.00

LIBRARY

Article 64. To see what sum the Town will vote to raise and appropriate for the care, maintenance, and operation of the Albert F. Totman Library.

Select Board, Budget Committee, and Library Trustees recommend \$42,600.00 LY - \$40,000.00

Custodian wage is \$29.70/hr LY - \$28.78/hr. Total custodian salary expected: \$4,375.

Article 65. To see what sum the Town will vote to raise and appropriate for the Albert F. Totman Library Capital Improvement Reserve account, pursuant to 30-A MRSA § 5801, for the purpose of major repairs and maintenance.

Select Board, Budget Committee, and Library Trustees recommend \$4,500.00 LY - \$4,500.00

Article 66. To see if the Town will elect one trustee to the Albert F. Totman Library to serve a term of five years.

The Library Trustees will recommend a nominee on the floor of Town Meeting.

CEMETERIES, RECREATION & AGENCIES

Article 67. To see if the Town will elect one trustee for the Phippsburg Cemetery District, Inc. to serve a term of five years.

The Cemetery District recommends that David Platteter be nominated.

Article 68. To see what sum the Town will vote to raise and appropriate for annual maintenance costs of Morningside, Reed, and Hillside cemeteries.

Select Board, Budget Committee and Cemetery District Trustees recommend \$9,000.00 LY - \$8,000.00

Article 69. To see what sum the Town will vote to raise and appropriate for the Private Cemetery Maintenance Account.

Select Board and Budget Committee recommend \$9,250.00 LY - \$9,250.00

Article 70. To see what sum the Town will vote to raise and appropriate for the operating budget of the Recreation Commission.

Select Board, Budget Committee, and Recreation Commission recommend \$12,000.00 LY - \$12,000.00

Article 71. To see if the Town will vote to raise and appropriate **\$23,000.00** for the following Public Agencies:

Public Agency / Service	FY 25 Agency Request	FY 25 BC Recommends	FY 24 Appropriation
American Red Cross	\$1,500.00	\$1,500.00	\$1,500.00
Bath Area Food Bank	\$3,000.00	\$3,000.00	\$3,000.00
Bath Area Senior Citizens	\$1,300.00	\$1,300.00	\$1,300.00
Bath Area YMCA	\$3,000.00	\$2,500.00	\$2,500.00
Big Brothers/Big Sisters	\$1,200.00	\$1,200.00	\$1,200.00
Catholic Charities (Dental Clinic)	\$3,000.00	\$2,800.00	\$2,800.00
Elmhurst	\$1,400.00	\$1,400.00	\$1,400.00
LifeFlight Foundation	\$600.00	\$600.00	\$600.00
Maine Public Broadcasting	\$300.00	\$00.00	\$300.00
Midcoast ME Com. Act. (CED)	\$2,000.00	\$1,300.00	\$00.00
New Hope For Women	\$600.00	\$600.00	\$600.00
Oasis Free Clinics	\$800.00	\$800.00	\$800.00
Respite Care	\$800.00	\$800.00	\$1,000.00
Spectrum Generations	\$2,310.00	\$2,000.00	\$2,000.00
Sweester	\$2,586.00	\$2,600.00	\$2,600.00
Tedford Shelter	\$600.00	\$600.00	\$600.00
Waldo Community Action Partners	\$00.00	\$00.00	\$700.00
TOTAL	\$25,046.00	\$23,000.00	\$22,900.00

Select Board and Budget Committee recommend passage – LY - \$22,900.00

ORDINANCES

Article 72. To see if the Town will vote to repeal and replace in its entirety an ordinance entitled “Phippsburg Harbor Ordinance” – Enacted May 15, 2018 - as amended through May 14, 2019 with an ordinance entitled “Phippsburg Harbor Ordinance” – Enacted June 12th, 2024.

Article 73. Shall an Ordinance entitled “Land Use Ordinance, Town of Phippsburg, Maine” enacted November 6, 2012, and amended through June 14, 2023, be further amended as follows:

Underlined portions are additions. Underlined portions are additions or replacements.

Table of Contents and Abbreviations List will be changed to reflect amendments.

Section 9. Land Use Standards

O. Accessory Dwelling Unit (ADU)

1. Lot size requirements pursuant to Section 9.A.1 shall be waived for ADU development except that those requirements shall remain in effect and govern ADU development in the Shoreland Zone.
2. An ADU may be constructed only:
 - a. Within an existing dwelling unit or other structure on the lot;
 - b. Attached to or sharing a wall with a single-family dwelling unit;
 - c. As a new structure on the lot for the purpose of creating an ADU.
3. An ADU must remain in common ownership with the single-family dwelling unit with which it shares the lot. The ADU must be a complete dwelling unit, including a full kitchen (stove, refrigerator, and sink), a bathroom (toilet, sink, and shower/tub); and not more than two bedrooms. The ADU shall not be less than 190 square feet and contain not more than 900 square feet of floor space.
4. The term of an ADU rental agreement shall not be for less than six months.
5. An ADU cannot be sold independently of the sale of the single-family dwelling unit.
6. The ADU shall be the primary residence of the tenant. The tenant shall not be allowed to sublet.
7. Water and electricity may be shared between the ADU and the primary residence.
8. An ADU shall not be used for any other purpose than residential occupancy.
9. An ADU shall not be advertised in short-term rental or vacation sites.
10. An ADU application must include:
 - a. Detailed site plan identifying lot coverage, set-back, and all additional requirements; such plan shall be drawn to scale and shall identify each dimension specifically on the plan;
 - b. Detailed floor plans clearly delineating the dimensions of each room and the total square footage of the ADU;
 - c. A water test and a flow test showing ability to obtain an occupancy permit;
 - d. Proof from a certified source that the existing or proposed septic system is adequate to accept the additional flow per State of Maine Wastewater Rules.

11. An ADU shall be exempt from any density requirements or calculations related to the area in which an ADU is constructed.

12. An ADU shall not be construed to exempt a subdivider from the Town's Subdivision Ordinance requirements.

13. An ADU built without approval prior to July 1, 2024 shall be allowed to remain if the ADU otherwise meets all ADU requirements, and after payment of a penalty equaling four times the normal construction fee per Section 10.A.3.

14. This section shall not be construed to interfere with, abrogate or annul the validity or enforceability of any valid enforceable easement, covenant, deed restriction, or other agreement or instrument between private parties that imposes greater restrictions than those provided in this section, as long as the agreement does not abrogate rights under the United States Constitution or the Constitution of Maine.

Section 10.B. Construction Standards

3.j. All building shall conform to ~~Title 10 Chapter 1101~~, current standards of the Maine Model Building Code as amended (~~IBC 2003 or IRC 2003~~) referred to as MUBEC (Maine Universal Building and Energy Code).

Section 13 – Definitions

Accessory Dwelling Unit (ADU) – A smaller, independent dwelling unit located on the same lot as a stand-alone single-family dwelling. ADUs are intended to provide additional housing stock for the Town by encouraging infill development that is compatible in scale and character with existing residential uses.

Article 74. Shall an Ordinance entitled “Town of Phippsburg Subdivision Ordinance” enacted May 14, 2015, and amended through June 14, 2023, be further amended as follows:

Strike-through portions are deletions. Underlined portions are additions or replacements.

Section 3.A. Administrative Procedure: Purpose

1. In order to avoid unnecessary delays, ~~applicants~~ an applicant shall request to be placed on the Board's agenda by contacting the ~~Chairman~~ Chair or the Board's Administrative Assistant at least ~~one week~~ fourteen (14) days in advance of a regularly scheduled meeting.

Section 6. Final Plan Application

A. Submissions. The Applicant shall provide twelve (12) Final Plan packets...Five (5) packets shall be presented at the scheduled meeting along with one ~~reproducible, stable-based transparency~~ unfolded all-original, signed, certified, and sealed Final Plan map to be recorded at the Sagadahoc Registry of Deeds.

C.2. Final Approval and Filing. ...Upon voting to approve the subdivision, the Board shall sign the ~~mylar~~ unfolded all-original, signed, certified, and sealed Final Plan map.

Article 75. Shall an Ordinance entitled “Shoreland Zoning Ordinance, Town of Phippsburg, Maine” enacted June 15, 2002, and amended through June 14, 2023, be further amended as follows:

Strike-through portions are deletions. Underlined portions are additions or replacements.

Table of Contents and Abbreviations List will be changed to reflect amendments.

Section 15.Z. Accessory Dwelling Unit (ADU)

1. Accessory dwelling units are permitted in the Shoreland Zone.
2. ADUs shall follow all regulations as specified in Section 9.0. of the Town’s Land Use Ordinance, except that standard lot sizes shall not be waived.
3. ADU construction shall conform to the size requirements of Shoreland Zone Land Use Standards Section 15.A.1: 40,000 sq. ft. minimum lot size; 150 ft. shore frontage Adjacent to Tidal Area; 200 ft. shore frontage Adjacent to Non-tidal Areas.

Section 16.B. Construction Standards

3.i. All building shall conform to ~~Title 10 Chapter 1101~~, current standards of the Maine Model Building Code as amended (IBC 2003 or IRC 2003) and referred to as MUBEC (Maine Universal Building and Energy Code).

Section 18.B. Definitions

Accessory Dwelling Unit (ADU) – A smaller, independent dwelling unit located on the same lot as a stand-alone single-family dwelling. ADUs are intended to provide additional housing stock for the Town by encouraging infill development that is compatible in scale and character with existing residential uses.

Height of a Structure – The vertical distance between the mean original (prior to construction) grade at the downhill side of the structure and the highest point of the structure, excluding chimneys, steeples, antennas, windmills, and similar appurtenances that have no floor area.

Height - “Height” means:

A. With respect to existing principal or accessory structures, (including legally existing nonconforming structures), located within an area of special flood hazard that has been or is proposed to be relocated, reconstructed, replaced, or elevated to be consistent with the minimum elevation required by a local floodplain management ordinance, the vertical distance between the bottom of the sill of the structure to the highest point of the structure, excluding chimneys, steeples, antennas, and similar appurtenances that have no floor area; and

B. With respect to new principal or accessory structures and to existing principal or accessory structures other than those described in paragraph A, (including legally existing nonconforming structures), the vertical distance between the mean original grade at the downhill side of the structure, prior to construction, and the highest point of the structure, excluding chimneys, steeples, antennas, and similar appurtenances that have no floor area.

C. Notwithstanding the limitations on height imposed under paragraphs A and B, the height of a structure that is a legally existing nonconforming principal or accessory structure may be raised to, but not above, the minimum elevation necessary to be consistent with the local floodplain management elevation requirement or to three (3) feet above base flood elevation, whichever is greater, as long as the structure is relocated, reconstructed, replaced, or elevated within the boundaries of the parcel, so that the water body or wetland setback requirement is met to the greatest practical extent. This paragraph applies to structures that: (1) have been or are proposed to be relocated, reconstructed, replaced, or elevated to be consistent with the local floodplain management elevation requirement; and (2) are located in an area of special flood hazard.

Article 76. To see if the Town will vote to adopt the provisions of 5 M.R.S. § 18252-C (PL 2021, Chapter 286) as allowed by MainePERS Rule Chapter 803.

The Town agrees:

1. To adopt the provisions of 5 M.R.S. § 18252-C as enacted by PL 2021, Chapter 286 as allowed by MainePERS Rule Chapter 803 for its non-participating employees with optional membership who previously declined to participate in MainePERS (“eligible employees”) and to comply with the following requirements:
 - a. Beginning in 2024, to annually offer eligible employees who have been employed for less than 5 years the opportunity to join MainePERS on a prospective basis during an open enrollment period from September 1st through November 1st and to provide MainePERS with documentation of each election made by eligible employees under this provision; and
 - b. To calculate employee contributions against gross compensation as with other participating employees and then withhold and report employee contributions for employees who join under this provision on an after-tax basis and remit them to MainePERS (i.e., employee contributions for those who join under this provision are subject to both federal and state income tax).
2. To authorize the Town Administrator, Ross McLellan, to sign the Amended Agreement between the Employer and the Maine Public Employees Retirement System.

Article 77. Shall an Ordinance entitled “Land Use Ordinance, Town of Phippsburg, Maine” enacted November 6, 2012, and amended through June 14, 2023, be further amended as follows:

Strike-through portions are deletions. Underlined portions are additions or replacements.

Table of Contents and Abbreviations List will be changed to reflect amendments.

Section 10.B. Construction Standards

~~3.j. All building shall conform to current standards of the Maine Model Building Code as amended and referred to as MUBEC (Maine Universal Building and Energy Code).~~
Municipalities under a population of 4,000 are not required to enforce MUBEC.

Article 78. Shall an Ordinance entitled “Shoreland Zoning Ordinance, Town of Phippsburg, Maine” enacted June 15, 2002, and amended through June 14, 2023, be further amended as follows:

Strike-through portions are deletions. Underlined portions are additions or replacements.

Table of Contents and Abbreviations List will be changed to reflect amendments.

Section 16.B. Construction Standards

~~3.i. All building shall conform to current standards of the Maine Model Building Code as amended and referred to as MUBEC (Maine Universal Building and Energy Code).~~
Municipalities under a population of 4,000 are not required to enforce MUBEC.

The following article to be voted by written ballot.

Article 79. To see if the Town will vote to increase the property tax levy limit of \$2,411,389 established for the Town by State law, in the event the municipal budget that is approved results in a property tax commitment that is higher than this limit.

Select Board and Budget Committee recommend approval of this article.

This article will be needed only if the recommended amounts in this Warrant are increased by \$123,414.

Given under our hands this 29th day of May, A.D. 2024:



Susan B. Levene
Chair, Select Board



Julia M. House
Select Board



Gary R. Read
Select Board

RETURN ON THE WARRANT

Phippsburg, Maine

Date: _____

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 the purposes therein named, by posting an attested copy of said warrant at the

in said Town, being public and conspicuous places in said Town, on the _____ day of _____ A.D., 2024, being at least seven days before the meeting.

_____, Constable or Town Clerk, Town of Phippsburg