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2013

# 2013 Palermo Town Meeting Warrant and Minutes

Palermo, Me.

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## Warrant Memorandum

To: The Citizens of Palermo  
From: The Selectmen  
Re: Certain Appropriations

The County Tax payment is an obligation that the Town must pay every year. It is our understanding that an appropriation vote is not necessary at the Annual Town Meeting. Therefore, there is no County Tax article in this Warrant. The school appropriation vote will be scheduled sometime after the Annual Town Meeting.

## Town Warrant 2013 Results

To Sheila McCarty, a resident in the Town of Palermo, in the County of Waldo, in the State of Maine.

In the name of the State of Maine you are hereby required to notify and warn the inhabitants of said Town, qualified by law to vote in Town affairs to meet on the 8th day of March, 2013, at 8:00 AM at the Palermo Town Office, in said town, to act on Article 1 and by secret ballot on Article 2 set out below to wit: The polls for voting will be open from 8:00 AM until 8:00 PM.

And to notify and warn said inhabitants to meet at the Palermo Consolidated School gymnasium in said Town on Saturday, March 9, 2013 at 9:00 AM, then and there to act on Articles 3 through 35 as set out below to wit:

Art. 1: To choose a **Moderator** to preside at said meeting. **Richard Thompson was nominated as moderator, 4 ballots cast, 4 in favor of Richard Thompson. Mr. Thompson has appointed Barbara Jackson as Deputy.**

Art. 2: To elect all necessary Town Officers for the ensuing year, using the **Australian ballot system.**

**Meeting was called to order at 9:04 A.M. Saturday, March 09, 2013 with a prayer by Ed Hatch.**

**Moderator opened with a pledge of allegiance to the flag along with the seventh and eighth grades from Palermo School.**

**Mr. Thompson Made introductions of the Selectmen, the Clerk and the Deputy Moderator.**

**Mr. Thompson read the municipal election results.**

**Mr. Thompson read the rules of the meeting using the Maine Moderators guide.**

Art. 3: To see if the Town will vote to accept nominations and elect from the floor a seven member **Budget Committee** for the ensuing year. **Motion to elect the budget members. Seconded. So voted.**

**The following were nominated to the Budget Committee:**

**Branch Mills-Richard Thompson**

**East Palermo-Dwain McKenney**

**Level Hill-Pat Clark**

**North Palermo-Ryan Harmon**

**Turner Ridge-Debra Potter**

**Western Ridge-Megan Childs**

**At Large-David Parkman**

**Motion to cease nominations. Seconded. So voted. Motion to elect the committee as**

**nominated. Seconded. All in favor. The Clerk swore in the budget committee**

members and all others in attendance who was elected in the Municipal Elections on Friday 3/08/2013.

**Chairman Harry Dean Potter congratulated Millard Howard who was honored in the Town Report. Rep. Brian Jones spoke.**

Art. 4: To see if the Town will vote to authorize the **Selectmen to choose** all other appropriate **Town Officers** for the ensuing year including any vacancies remaining after the March 9, 2013 elections.

**Motion to approve as written. Seconded. So voted.**

Art. 5: To see if the Town will vote to **change the term of office** of one of the **Two Assessors** to be elected in March 2014 from three years to one year, For one term only, such that commencing March 2015 one Assessor will be Elected annually, with all three Assessors serving three-year staggered terms thereafter. Recommend

**Motion to approve as written. Seconded. So voted.**

Art. 6: To see if the Town will vote to raise and appropriate \$6,000 for the Palermo School's **8<sup>th</sup> grade trip** planned for the spring of 2014.

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 6,000.00	3	0	0	0
Budget Committee	\$ 6,000.00	6	0	0	1

**Mr. Wedge and the seventh and eighth grade spoke.**

**Motion to approve as written. Seconded. So voted.**

Art. 7: To see if the Town will vote to **amend the Shore land Zoning Map & Ordinance** based on the May 5<sup>th</sup>, 2012 State of Maine Guidelines.

**At this time Mr. Potter asked if Article # 14 could be taken out of order. All in favor. Seconded. So voted.**

**Motion to raise \$15,300 for Article # 14. Seconded. Discussion. Cheryl Parkman presented for the Palermo Library, Mr. Wedge spoke regarding the swimming lessons and Elsie Adams spoke regarding the Historical Society. Selectperson Holly Harmon spoke regarding changes at the town office.**

**Motion to accept article #14 as written. Seconded. So voted. All in favor. So voted.**

Art. 8: To see what sum of money the Town will vote to raise and/or appropriate For **Municipal Wages** to be paid as full compensation and for the Town's portion of FICA and Medicare and other payroll liabilities.

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 75,000.00	3	0	0	0
Budget Committee	\$ 75,000.00	6	0	0	1

Expended in 2012: \$ 103,985

Suggested Allocation:

	<b>Selectmen Recommend 2013</b>	<b>Budget Committee Recommends 2013</b>	<b>Appropriated In 2012</b>
Tax Collector wages	\$ 11,900.00	\$ 11,900.00	
Treasurer, Motor Vehicle Agent wages	17,400.00	17,400.00	
Clerk, Voter Registrar wages	19,700.00	19,700.00	
Subtotal:	\$ 49,000.00	\$ 49,000.00	\$ 74,800.00
Wages for after hours & training replacement workers if needed			\$ 3,000.00
Assessors wages	\$ 6,500.00	\$ 6,500.00	8,000.00
Road Commissioner salary	5,000.00	5,000.00	5,000.00
Election Officials wages	3,000.00	3,000.00	4,500.00
Fire Chief salary	1,500.00	1,500.00	1,500.00
Plumbing Inspector Stipend	500.00	500.00	500.00
Cleaning Office wages	1,500.00	1,500.00	3,120.00
FICA & Medicare	8,000.00	8,000.00	12,500.00
Subtotal:	\$ 26,000.00	\$ 26,000.00	\$ 38,120.00
Total:	\$ 75,000.00	\$ 75,000.00	\$ 112,920.00

**Mr. Potter made a motion to raise \$77,300. Seconded. Discussion. All in favor as written. Seconded. So voted.**

Art. 9: To see what sum of money the Town will vote to raise and/or appropriate for **Selectmen Wages.**

Expended in 2012: \$ 13,000.00

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	Leave to Town	3	0	0	0
Budget Committee	\$ 13,000.00	5	0	1	1

**Motion to raised \$13,000 for Selectmen's wages. Seconded. All in favor. So voted.**

Art. 10: To see if the Town will vote to establish a dedicated **Unemployment Claims Reserve Fund** for the purpose of having funds available to pay any unemployment claims that might be filed against the Town. Recommend **Motion to authorize. Seconded. Discussion. All in favor. So voted.**

Art. 11: To see what sum of money the Town will vote to raise and/or appropriate for the **Unemployment Claims Reserve Fund.**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 500.00	3	0	0	0
Budget Committee	\$ 500.00	6	0	0	1

**Motion to authorize. Seconded. All in favor. So voted.**

Art. 12: To see what sum of money the Town will vote to raise and/or appropriate for the **Capital Projects Reserve Fund** for the Town. Present Fund Balance: \$ 3,500.00

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 500.00	3	0	0	0
Budget Committee	\$ 500.00	6	0	0	1

**Motion to authorize. Seconded. All in favor. So voted.**

Art. 13: To see if the Town will vote to have Palermo Days as a **Town sponsored event** and to authorize the Selectmen to accept and expend all Palermo Days funds that they may receive in 2013.

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	Yes	3	0	0	0
Budget Committee	Yes	4	2	0	1

**Motion to approve as written. Seconded. All in favor. So voted.**

Art. 14: To see what sum of money the Town will vote to raise and/or appropriate for the following in **Town Contributions and Programs:**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 15,300.00	3	0	0	0
Budget Committee	\$ 15,300.00	5	0	1	1

Contributee	Requested 2013	Recommended		Appropriated in 2012
		Selectmen	Budget Committee	
Palermo Library	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Palermo Vol. Fire Dept. Misc. Exp.	1,000	1,000	1,000	1,000
Palermo Youth Activities	4,000	4,000	4,000	4,000
Palermo Days 2013	3,500	3,500	3,500	3,500
Palermo Swim Program	800	800	800	800
Palermo Historical Society	2,000	2,000	2,000	2,000
Total:	\$15,300	\$ 15,300	\$ 15,300	\$ 15,300

(Taken up after article #7)

Art. 15: To see what sum of money the Town will vote to raise and appropriate to fund what the Withdrawal Committee has been authorized to expend. (Note: This article pertains to the petition for withdrawal from the Regional School Unit #12.)

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 15,000.00	3	0	0	0
Budget Committee	\$ 15,000.00	6	0	0	1

**Motion to approve. Seconded. All in favor. So voted.**

Art. 16: To see what sum of money the Town will vote to raise and appropriate for the following **out of Town Contributions:** (the intent is to vote on each request separately)

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	Leave to the Town	3	0	0	0
Budget Committee	Leave to the Town	6	0	0	1

Contributor	Requested	Recommended		Appropriated
	2013	Selectmen	Budget Committee	in 2012
Broadreach	300	Leave to the Town	Leave to the Town	300
Hospice Waldo County	300	"	"	300
ME Public Broadcasting Network	200	"	"	0
Midcoast Me Community Action	800			400
New Hope For Women	915	"	"	915
Waldo Community Action Partners	3,534	"	"	4,918
Waldo County YMCA	50	"	"	0
Other amounts funded in 2012:				5,626
Total	\$			\$ 12,459

**Motion to move at \$6,099.00. Seconded. Debra Palmer spoke regarding Waldo Community Action Partners. Motion to approve \$6,099.00. Seconded. So voted.**

Art. 17: To see what sum of money the Town will vote to raise and/or appropriate for the **Town Office Account.**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 23,000.00	3	0	0	0
Budget Committee	\$ 23,000.00	6	0	0	1

Appropriated in 2012: \$ 24,900

Expended in 2012: \$ 20,849

Additional Information: Accounts under **Town Office**

Office Supplies	Computer Software Lic.
Postage	Equipment Maintenance
Maintenance & Mowing	Equipment Purchase
Security	

**Motion to approve as written. Seconded. So voted.**

Art. 18: To see what sum of money the Town will vote to raise and/or appropriate for **Town Charge.**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 51,600.00	3	0	0	0
Budget Committee	\$ 51,600.00	6	0	0	1

Sub accounts under Town Charge

<u>Suggested Allocation:</u>	To Appropriate In 2013	Appropriated In 2012	Expended In 2012
Staff Expenses	\$ 1,100	\$ 1,100	\$ 1,498
Dues & Fees etc.	6,000	5,000	5,572
<hr/>			
Printing & Advertising	4,200	4,000	4,034
Staff Training	1,500	1,400	1,006
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Misc.	100	100	294
Utilities	15,400	15,800	12,973
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Legal Expenses	2,800	4,000	314
Audit Expenses	5,500	5,000	5,465
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Insurance	15,000	15,000	14,961
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Tax Anticipation Note (line of credit)	0	0	
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	Total: \$ 51,600	\$ 51,300	\$ 46,072

**Motion to approve. Seconded. So voted.**

Art. 19: To see what sum of money the Town will vote to raise and/or appropriate for **Cemetery Maintenance.** (Carry \$1,522) Expended in 2012: \$ 6,478

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 7,000.00	3	0	0	0
Budget Committee	\$ 7,000.00	6	0	0	1

**Motion to approve. Seconded. So voted.**

Art. 20: To see what sum of money the Town will vote to raise and/or appropriate for Public **Health & Safety**.

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 53,000.00	3	0	0	0
Budget Committee	\$ 53,000.00	6	0	0	1

Appropriated in 2012: \$ 47,200.00

Suggested Allocation:

General Assistance (carry \$ 3,140 )	\$ 0
TCSW Transfer Station	27,500
Palermo Vol. Fire Dept. Itemized Expenses	16,000
Palermo Rescue	5,500
Health Officer Wages	500
Animal Control (carry \$ 3,263)	1,000
Kennebec Valley Humane Society	2,500
<b>Total</b>	<b>\$ 53,000</b>

**Motion to approve. Seconded. So voted.**

Art. 21: To see what sum of money the Town will vote to raise and/or appropriate for **Roads**. Recommend \$ 300,000.00 (\$ 220,000.00 from Excise Tax and Raise \$ 80,000.00).

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 300,000.00	3	0	0	0
Budget Committee	\$ 300,000.00	6	0	0	1

<u>Suggested Allocation:</u>	To Appropriate In 2013	Source of Funding	Total Funds Available
Road Maintenance	\$ 40,000	Excise Tax	
Road Maintenance	40,000	Raise	\$ 80,000
Snow Removal & Sanding	155,000	Excise Tax	155,000
Road Improvements	25,000	Excise Tax	
Road Improvements	40,000	Raise	65,000
<b>Total</b>			<b>\$ 300,000</b>



**Motion to approve. Seconded. So voted. Discussion. All in favor. So voted.**

Appropriated in 2012:

Raised -	\$ 90,000
<u>From Excise tax -</u>	<u>\$ 250,000</u>
Total -	\$ 340,000

Art. 22: To see what sum of money the Town will vote to raise and/or appropriate for **paving and repaving** roads. Recommend \$ 150,000.00 (\$ 48,000.00 from URIP and Raise \$102,000.00)

Appropriated in 2012: \$ 200,000

Expended in 2012: \$ 193,639

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 150,000.00	3	0	0	0
Budget Committee	\$ 180,000.00	4	2	0	1

**Mr. Parkman made a motion to raise \$150,000.00. Seconded.**

**Motion to amend to \$180,000.00. Seconded. All in favor. Seconded. So voted.**

Art. 23: To see if the Town will vote to authorize the **Selectmen** to accept and expend for Town purposes, funds received from federal, state and other sources during the year.

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	Yes	3	0	0	0
Budget Committee	Yes	5	0	1	1

**Motion to approve. Seconed. All in favor. So voted.**

**(Recess to lunch at this time-11:15 A.M. to Noon.)**

**(Reconvened at 12:00 Noon).**

Art. 24: To see if the Town will vote to appropriate **\$ 50,000.00 from the Undesignated Fund Balance** (a.k.a. surplus) to be applied to reduce the 2013 tax rate.

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 50,000.00	3	0	0	0
Budget Committee	\$ 50,000.00	5	1	0	1

**Motion to approve as written. Seconded. All in favor. So voted.**

Art. 25: To see what sum of money the Town will vote to authorize the Selectmen to appropriate from unappropriated **undesignated fund balance** (a.k.a. surplus) as they deem advisable to meet unanticipated expenses and emergencies that occur during the year.

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 15,000.00	3	0	0	0
Budget Committee	\$ 15,000.00	6	0	0	1

**Motion to approve. Seconded. So voted. All in favor. So voted.**

Art. 26: To see if the Town will vote to instruct the Tax Collector to **charge interest on tax liens** and on **unpaid real estate taxes** beginning 60 days from mailing date of tax bills at 7.0% per annum as set by the State Treasurer (per Title 36, M.R.S.A. Section 505.4-A).

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	Yes	3	0	0	0
Budget Committee	Yes	6	0	0	1

**Motion to approve. Seconded. All in favor. So voted.**

Art. 27: To see if the Town will vote to **increase the property tax levy limit** established for Palermo by State Law in the event that the municipal budget approved under the preceding articles will result in a Tax Commitment that is greater than that property tax limit. Recommend.

Selectmen recommend a motion to approve Art. 28 through Art. 35 as printed.

**Motion to pass over. Seconded. All in favor. So voted. (Tax levy limit 626,722.00)**

Art. 28: To see if the Town will vote to appropriate funds from Overlay to pay tax **abatements** and applicable interest granted during this fiscal year. Recommend.

**Motion to approve as printed Articles # 28 through Article#35. Seconded. All in favor. So voted.**

Art. 29: To see if the Town will vote to authorize the Board of Selectmen, on behalf of the Town, to enter into **multi-year agreements** for the provision of snow plowing and road sanding services.

Art. 30: To see if the Town will vote to authorize the Selectmen to accept all **cemetery** trust funds that they may receive in 2013.

Art. 31: To see if the Town will vote to authorize the Selectmen to **spend** an amount not to exceed **3/12** of the budgeted amount in each category of the Town's annual budget during the period from January 1, 2014 to the annual March Town Meeting.

Art. 32: To see if the Town will authorize the Tax Collector to **accept prepayment** of Real Estate and/or Personal Property taxes toward the following year taxes. No interest will be paid to the taxpayer on these payments.

Art. 33: To see if the Town will vote to authorize the Selectmen to **borrow money** for the use of the Town upon the credit of the Town.

Art. 34: To see if the Town will vote to authorize the selectmen to convey by **Municipal Quit Claim deed** tax acquired real estate properties, unless that property, in the opinion of the Selectmen, best serves the interest of the Town of Palermo by remaining town owned property. All other property must be advertised and sold by sealed bids. The highest bid must be equal to at least the amount of accumulated taxes, interest and cost. Selectmen reserve the right to accept or reject any or all bids.

Art. 35: To see if the Town will vote to authorize the Selectmen to make final determinations regarding the closing or opening of roads to **winter maintenance** pursuant to Title 23 MRSA, Section 2953.

**Meeting adjourned at 12:10 P.M.**

A person may register to vote on or before Election Day. Pursuant to Title 21-A MRSA, Section 759(7), absentee ballots will be processed at the polls at the following times: 7:00 PM and 8:00 PM.

Dated February , 2013

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S/E. H. Dean Potter, Chairman

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S/ Paul Cowing

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S/ Holly Harmon  
Selectmen of Palermo