

WARRANT
ANNUAL TOWN MEETING
HARPSWELL, MAINE
MARCH 12, 2016

Cumberland, s.s.

State of Maine

To Catherine J. Doughty, a resident, of the Town of Harpswell, in the County of Cumberland, State of Maine:

You are hereby required in the name of the State of Maine to notify and warn the inhabitants of the Town of Harpswell qualified to vote in Town affairs to assemble at Harpswell Community School, Route 24, Harpswell, Maine on Saturday the twelfth day of March, 2016 at 8:00 a.m. of said day, to act on Articles 1 through 3. The business meeting to act on Article 4 and others that follow will begin at 10:00 a.m.

Art. 1 — To choose a Moderator to preside at said meeting.
(POLLS WILL OPEN AS SOON AS ARTICLE ONE HAS BEEN ACTED UPON AND WILL CLOSE AT 5:00 P.M.)

Art. 2 — To choose by secret ballot one Selectman, who shall be an Assessor and Overseer of the Poor, for a three-year term; one Town Clerk for a three-year term; one Tax Collector for a three-year term; and one M.S.A.D. # 75 Director for a three-year term.

Art. 3 — To vote by secret ballot on the following Referendum Question:

To see if the Town will vote to raise and appropriate the sum of \$135,345 for Curtis Memorial Library in Brunswick. (\$132,691 raised & appropriated in 2015; \$132,691 expended)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 4 — Shall an Ordinance entitled “2016 Amendments to the Basic Land Use Ordinance and Shoreland Zoning Ordinance Addressing the Planning Board’s Opportunity to Assume Jurisdiction for the Review of Applications for the Reconstruction or Replacement of Nonconforming Structures” be enacted?

Recommended by Selectmen

The Town of Harpswell Basic Land Use Ordinance shall be amended as follows (additions are underlined and deletions are ~~struck-out~~):

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10.3.2.2. Reconstruction or Replacement. Any nonconforming structure that is located less than the required setback from a property line or road and which is removed, damaged, or destroyed by more than fifty percent (50%) of the assessed value of the structure, as adjusted by the Town’s assessment ratio as most recently certified by the Assessors to the State of Maine, before such damage, destruction, or removal, as determined by the Assessors or their designee in consultation with the CEO, may be reconstructed or replaced provided that a permit is obtained within one (1) year of the date of said damage, destruction, or removal, and provided such replacement or reconstruction is in compliance with the setback requirements to the greatest practical extent as determined by the CEO in accordance with the purposes of this Ordinance; provided, however, that any nonconforming structure that is located less than the required setback from a property line or road and that is damaged or destroyed by fire or any cause other than the willful act or negligence of the owner or the owners agent may be reconstructed on the same footprint as the structure that was destroyed. In no case shall a structure be reconstructed or replaced so as to increase its nonconformity. Any reconstruction or replacement approved by the CEO pursuant to this subsection shall be endorsed in writing by the CEO.

10.3.2.3 Authority of Planning Board to Exercise Jurisdiction over an Application. For any application for relocation of a nonconforming structure, or for the reconstruction or replacement of a nonconforming structure that was removed, damaged, or destroyed by more than fifty percent (50%) of the adjusted assessed value of the structure, made under Section 10.3.2, the CEO shall provide written notice to the Planning Board and all property owners within two hundred fifty (250) feet of the property as listed on the Town's most recent assessing records that a relocation, reconstruction or replacement application has been received and is being reviewed. During that forty (40) day time period, the Planning Board may elect to exercise jurisdiction over the relocation, reconstruction or replacement application. The Planning Board's review, if any, shall be governed by the same review standards as govern the CEO review. The CEO shall not issue any permit under this Section until the earlier of (a) forty (40) days after the date that the CEO provides such written notice to the Planning Board and all property owners within two hundred fifty (250) feet of the property as listed on the Town's most recent assessing records or (b) the date the Planning Board declines to exercise jurisdiction over the application. Any relocation, reconstruction or replacement application approved by the Planning Board pursuant to this subsection shall be endorsed in writing. Failure of any property owner to receive the notice sent under this subsection does not invalidate any action taken by the CEO or Planning Board.

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13.4. Procedure for Administering Permits

13.4.1. With the exception of applications for subdivision and site plan review approvals and applications for which the Planning Board is provided the opportunity to take jurisdiction, the Planning Board or CEO, as appropriate, shall examine all written applications for permits or other actions under the Town's land use ordinances and within thirty-five (35) days from the date of receipt of such written application, shall notify the applicant in writing either that the application is a complete application, or, if the application is incomplete, that specified additional material is needed to make the application complete.

13.4.2. With the exception of applications for subdivision and site plan review approvals and applications for which the Planning Board is provided the opportunity to take jurisdiction, the Planning Board may or CEO shall, as appropriate, within the thirty-five (35) day time frame, visit the site for which the permit is sought.

13.4.3. The applicant shall have the burden of proving that the proposed land use activity is in conformity with the purpose and provisions of the Town's land use ordinances and any State or Federal law, regulation or rule.

13.4.4. With the exception of applications for subdivision and site plan review approvals and applications for which the Planning Board is provided the opportunity to take jurisdiction, the Planning Board or CEO, as appropriate, shall approve, approve with conditions, or deny all permit applications in writing within thirty-five (35) days of receiving a completed application. However, if the Planning Board has a waiting list of applications, a decision on the application shall occur within thirty-five (35) days of the public hearing if one is held, or within thirty-five (35) days of the next regularly scheduled meeting at which the application is considered.

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12.3.1.1. Administrative Appeals. To hear and decide appeals, on an appellate basis, where it is alleged that there is an error in any order, requirement, decision, or determination made by, or failure to act by, the Planning Board or the Assessors or their designee in the administration of the Town's land use ordinances; and to hear and decide administrative appeals, on a *de novo* basis, where it is alleged that there is an error in any order, requirement, decision or determination made by the CEO or Local Plumbing Inspector in the administration or enforcement of the Town's land use ordinances, the Maine Subsurface Waste Water Disposal Rules, Internal Plumbing Code, Minimum Lot Size Law and Regulations, and Rules for Conversion of Seasonal Dwelling Units into Year-Round Residences in the Shoreland Zone; provided, however, that the CEO or Local Plumbing Inspector's exercise of his or her discretionary judgment whether to pursue enforcement activity under the Town's land use ordinances, the Maine Subsurface Waste Water Disposal Rules, Internal Plumbing Code, Minimum Lot Size Law and Regulations, and Rules for Conversion of Seasonal Dwelling Units into Year-Round Residences in the Shoreland Zone is not subject to appeal.

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14.2.1. Administrative Appeal. An administrative appeal may be taken to the Board of Appeals by an aggrieved party from any decision of the CEO, ~~or the Planning Board,~~ or the Assessors or their designee unless otherwise noted in the appropriate land use ordinance or any decision of the Local Plumbing Inspector in the administration of the Maine Subsurface Waste Water Disposal Rules, Internal Plumbing Code, Minimum Lot Size Law and

Regulations, and Rules for Conversion of Seasonal Dwelling Units into Year-Round Residences in the Shoreland Zone. Such appeal shall be taken within forty (40) days of the date of the decision appealed from, and not otherwise, except that the Board, upon showing of good cause, may waive the forty (40) day requirement.

The Town of Harpswell Shoreland Zoning Ordinance shall be amended as follows (additions are underlined and deletions are ~~struck out~~):

10.3. Non-Conforming Structures

10.3.1. Expansions. A non-conforming structure may be added to or expanded after obtaining a permit from the same permitting authority as that for a new structure, if such addition or expansion does not increase the non-conformity of the structure. For the purposes of this Ordinance, an increase to the non-conformity of the structure shall mean:

- any expansion towards a water body, great pond, stream, tributary stream, coastal wetland, freshwater wetland or property line that decreases the shortest existing non-conforming setback distance from the; water body, great pond, stream, tributary stream, coastal wetland, freshwater wetland or property line; or
- any expansion that would cause the structure to exceed the impermeable surface coverage requirements of Section 15.2.4; or
- any expansion that would cause the structure to exceed the height limits of Section 15.2.2.

The shortest existing non-conforming setback distance from a water body, great pond, stream, tributary stream, coastal wetland, freshwater wetland or a property line may not be measured from an existing area used mainly for access to a structure, such as a small patio, terrace, landing, or small set of stairs.

10.3.2.2. Reconstruction or Replacement – More than Fifty Percent of Value. Any non-conforming structure that is located less than the required setback from a waterbody, great pond, stream, tributary stream, coastal wetland, freshwater wetland or from a property line, and that is removed, damaged, or destroyed, regardless of the cause, by more than fifty percent (50%) of the assessed value of the structure, as adjusted by the Town's assessment ratio as most recently certified by the Assessors to the State of Maine, before such damage, destruction, or removal, as determined by the Assessors or their designee in consultation with the Code Enforcement Officer, may be reconstructed or replaced provided that a permit is obtained within one (1) year of the date of said damage, destruction, or removal, and provided that such replacement or reconstruction is in compliance with the setback requirements to the greatest practical extent, as determined by the Code Enforcement Officer, in accordance with the purposes of this Ordinance. In no case, shall a structure be reconstructed or replaced so as to increase its non-conformity. Any reconstruction or replacement approved by the Code Enforcement Officer pursuant to this subsection shall be endorsed in writing by the Code Enforcement Officer. If the reconstructed or replacement structure is less than the required setback, it shall not be any larger than the original structure, except as allowed pursuant to Section 10.3.1. above, as determined by the non-conforming floor area and volume of the reconstructed or replaced structure at its new location. If the total amount of floor area and volume of the original structure can be relocated or reconstructed beyond the required setback area, no portion of the relocated or reconstructed structure shall be replaced or constructed at less than the setback requirement for a new structure. When it is necessary to remove vegetation in order to replace or reconstruct a structure, vegetation shall be replanted in accordance with Section 10.3.2.1 above.

~~Any non-conforming structure that is located less than the required setback from a water body, tributary stream, or wetland and that is removed by fifty percent (50%) or less of the assessed value of the structure, as adjusted by the Town's assessment ratio as most recently certified by the Assessors to the State of Maine, or damaged or destroyed by fifty percent (50%) or less of the assessed value of the structure, as adjusted by the Town's assessment ratio as most recently certified by the Assessors to the State of Maine, excluding normal maintenance and repair, may be reconstructed in place if a permit is obtained from the Code Enforcement Officer within one year of such damage, destruction, or removal.~~

In determining whether the building reconstruction or replacement meets the water body, great pond, stream, tributary stream, coastal wetland, or freshwater wetland setback to the greatest practical extent, the Code Enforcement Officer shall consider, in addition to the criteria in Section 10.3.2.1 above, the physical condition and type of foundation present, if any.

10.3.2.3. Reconstruction or Replacement –Fifty Percent or Less of Value. Any non-conforming structure that is located less than the required setback from a water body, great pond, stream, tributary stream, coastal wetland or freshwater wetland or from a property line and that is removed by fifty percent (50%) or less of the assessed value of the structure, as adjusted by the Town’s assessment ratio as most recently certified by the Assessors to the State of Maine, as determined by the Assessors or their designee in consultation with the Code Enforcement Officer or damaged or destroyed by fifty percent (50%) or less of the assessed value of the structure, as adjusted by the Town’s assessment ratio as most recently certified by the Assessors to the State of Maine as determined by the Assessors or their designee in consultation with the Code Enforcement Officer, excluding normal maintenance and repair, may be reconstructed in place if a permit is obtained from the Code Enforcement Officer within one year of such damage, destruction, or removal.

10.3.2.43. Authority of Planning Board to Exercise Jurisdiction over an Application. For any application for relocation of a nonconforming structure made under 10.3.2.1, or for the reconstruction or replacement of a nonconforming structure involving more than fifty percent of its adjusted assessed value made under 10.3.2.2 made under Section 10-3, the Code Enforcement Officer shall provide written notice to the Planning Board and all property owners within two hundred fifty (250) feet of the property as listed on the Town’s most recent assessing records that a relocation, reconstruction or replacement application has been received and is being reviewed. During that forty (40) day time period, the Planning Board may elect to exercise jurisdiction over the relocation, reconstruction or replacement application. The Planning Board’s review, if any, shall be governed by the same review standards as govern the Code Enforcement Officer’s review. The Code Enforcement Officer shall not issue any permit under this Section until the earlier of (a) forty (40) days after the date that the Code Enforcement Officer provides such written notice to the Planning Board and all property owners within two hundred fifty (250) feet of the property as listed on the Town’s most recent assessing records or (b) the date the Planning Board declines to exercise jurisdiction over the application. Any relocation, reconstruction or replacement application approved by the Planning Board pursuant to this subsection shall be endorsed in writing. Failure of any property owner to receive the notice sent under this subsection does not invalidate any action taken by the Code Enforcement Officer or Planning Board.

Art. 5 – Shall an Ordinance entitled “2016 Amendments to the Basic Land Use Ordinance and the Shoreland Zoning Ordinance To Allow the Placement of an Accessory Temporary Living Accommodation on a Lot During the Construction or Reconstruction of a Single-Family Home” be enacted?

Recommended by Selectmen

The Town of Harpswell Basic Land Use Ordinance shall be amended as follows (additions are underlined and deletions are ~~struck out~~):

Section 11. Standards

11.3.3 Accessory Temporary Living Accommodation. During the construction or reconstruction of a single-family home, a property owner may place an accessory temporary living accommodation on the lot in conformance with this section. Prior to installing the accessory temporary living accommodation on the lot, the property owner must obtain a temporary certificate of compliance from the Code Enforcement Officer (CEO). The CEO shall issue the temporary certificate only if he/she finds that all of the provisions of this section have been met. The temporary certificate of compliance shall be for a period of not more than twelve (12) months. The owner may apply for up to two (2) twelve (12) month renewals of the temporary compliance permit and the CEO shall approve such renewals only if he/she finds that the property owner is in compliance with all of the provisions of this section.

The placement and use of the accessory temporary living accommodation shall conform to all of the following requirements:

11.3.3.1. The accessory temporary living accommodation shall be a travel trailer, recreational vehicle, tent, or other similar enclosure that is not permanently attached to the ground.

11.3.3.2. The temporary living accommodation shall have a maximum of three hundred (300) square feet of area that can be occupied.

11.3.3.3. The accommodation shall be used only for the temporary living quarters of the property owner and her/his immediate family while construction is in progress on the home.

11.3.3.4. The temporary living accommodation shall be located on the lot in full conformance with the shoreland and property line setbacks.

11.3.3.5. The temporary living accommodation shall not be located on any type of permanent foundation and if the accommodation is a travel trailer, recreational vehicle, or similar mobile enclosure with integral wheels, the wheels shall remain on the vehicle while it is on the lot.

11.3.3.6. The owner shall prepare a written sewage disposal plan describing the proposed method and location of provisions for sewage disposal. The plan must be approved by the local plumbing inspector. When disposal is off-site, written authorization from the receiving facility or land owner is required.

A property owner who has been issued a temporary certificate of compliance for the placement of an accessory temporary living accommodation on the lot shall remove the temporary living accommodation within fifteen (15) days of being notified by the CEO in writing that the use is not in compliance with the standards and/or that the temporary certificate of compliance has expired, or shall disconnect the unit from all permanent utilities and sewage disposal provisions within fifteen (15) days of receiving a certificate of compliance for the new or replacement home. Failure to remove the accessory temporary living accommodation or disconnect it from all permanent utilities and sewage disposal provisions as required shall constitute a violation of this Ordinance subject to the penalties described in Section 13.6 herein.

The Town of Harpswell Shoreland Zoning Ordinance shall be amended as follows (additions are underlined and deletions are ~~struck-out~~):

Section 15 Land Use Standards

15.2.6. During the construction or reconstruction of a single-family home, a property owner may place an accessory temporary living accommodation on the lot in conformance with this section. Prior to installing the accessory temporary living accommodation on the lot, the property owner must obtain a temporary certificate of compliance from the Code Enforcement Officer. The CEO shall issue the temporary certificate of compliance only if he/she finds that all of the provisions of this section have been met. The temporary certificate of compliance shall be for a period of not more than twelve (12) months. The owner may apply for up to two (2) twelve (12) month renewals of the temporary compliance permit and the CEO shall approve such renewals only if he/she finds that the property owner is in compliance with all of the provisions of this section.

The placement and use of the accessory temporary living accommodation shall conform to all of the following requirements:

15.2.6.1. The accessory temporary living accommodation shall be a travel trailer, recreational vehicle, tent, or other similar enclosure that is not permanently attached to the ground.

15.2.6.2. The temporary living accommodation shall have a maximum of three hundred (300) square feet of area that can be occupied.

15.2.6.3. The accommodation shall be used only for the temporary living quarters of the property owner and her/his immediate family while construction is in progress on the home.

15.2.6.4. The temporary living accommodation shall be located on the lot in full conformance with the shoreland and property line setbacks.

15.2.6.5. The temporary living accommodation shall not be located on any type of permanent foundation and if the accommodation is a travel trailer, recreational vehicle, or similar mobile enclosure with integral wheels, the wheels shall remain on the vehicle while it is on the lot.

15.2.6.6. The owner shall prepare a written sewage disposal plan describing the proposed method and location of provisions for sewage disposal. The plan must be approved by the local plumbing inspector. When disposal is off-site, written authorization from the receiving facility or land owner is required.

A property owner who has been issued a temporary certificate of compliance for the placement of an accessory temporary living accommodation on the lot shall remove the temporary living accommodation within fifteen (15) days of being notified by the CEO in writing that the use is not in compliance with the standards and/or that the temporary certificate of compliance has expired, or shall disconnect the unit from all permanent utilities and sewage disposal provisions within fifteen (15) days of receiving a certificate of compliance for the new or replacement home. Failure to remove the accessory temporary living accommodation or disconnect it from all permanent utilities and sewage disposal provisions as required shall constitute a violation of this Ordinance subject to the penalties described in Section 13.6 of the Basic Land Use Ordinance in accordance with Section 16. Administration.

Art. 6 – Shall an Ordinance entitled “2016 Amendments to the Basic Land Use Ordinance to Increase the Maximum Height of Structures to Thirty-Two (32) Feet” be enacted?

Recommended by Selectmen

The Town of Harpswell Basic Land Use Ordinance shall be amended as follows (additions are underlined and deletions are ~~struck-out~~):

Section 11. Standards
11.1 Minimum Lot Standards

OTHER AREAS OF TOWN²

	AREAS LOCATED OUTSIDE OF A SUBDIVISION	AREAS LOCATED WITHIN A SUBDIVISION ⁴
MIN. LOT SIZE (S.F.) PER DWELLING UNIT	40,000	80,000
ROAD FRONTAGE (FT)	150 ³	150 ⁵
PROPERTY LINE SETBACK (FT)	See Section 11.3.1	See Section 11.3.1
ROAD SETBACK (FT)	See Section 11.3.1	See Section 11.3.1
STRUCTURE HEIGHT (FT)	30 <u>32</u>	30 <u>32</u>

11.3.2. Height of Structures. All principal and accessory structures shall not exceed ~~thirty-two (30 32)~~ feet in height. All expansions of principal and accessory structures that increase the footprint of the structure shall not exceed ~~thirty-two (30 32)~~ feet in height. For any principal or accessory structure existing as of March 10, 2007 that lawfully exceeds ~~thirty-two (30 32)~~ feet in height, such structure may be expanded without the need for a variance provided that (a) the expansion does not increase the footprint of the structure; and (b) the expansion does not exceed the greatest height of the existing structure. Expansions of nonconforming structures must comply with all other expansion limitations of this Ordinance. The CEO shall review any proposed expansion of a structure and shall determine, in writing, whether the requirements of this subsection are met prior to the issuance of any permit. This subsection does not apply to structures having no floor area, such as transmission towers, windmills, antennas and similar structures.

Art. 7 – Shall an Ordinance entitled “2016 Amendments to the Definitions Addendum to Create a Definition of Code Enforcement Officer” be enacted?

Recommended by Selectmen

The Town of Harpswell Definitions Addendum shall be amended as follows (additions are underlined and deletions are ~~struck-out~~):

Code Enforcement Officer – the person appointed as Code Enforcement Officer or Alternate Code Enforcement Officer by the Board of Selectmen.

Art. 8 – Shall an Ordinance entitled “2016 Amendments to the Shoreland Zoning Ordinance and the Insect Growth Regulator and Insecticide Application Control Ordinance Dealing with the Use of Pesticides and Fertilizers” be enacted?

[The proposed ordinance is attached and available for review and inspection at the Town Clerk’s Office, online at harpswell.maine.gov and will also be available at Town Meeting.]

Recommended by Selectmen

Art. 9 — Shall an Ordinance entitled “2016 Amendments to the Harbor and Waterfront Ordinance” be enacted?

Recommended by Selectmen

(Proposed additions are underlined and proposed deletions are ~~struck out~~.)

4.16 Point of Access

~~An~~ The upland area in Harpswell from which access to the water is achieved that is used to access a mooring.

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5.1.6 Permit Stickers

Upon successful registration, the Town Clerk shall issue a permit sticker showing the year and permit number that is to be ~~attached to the mooring buoy or~~ kept on the boat registered to the mooring. In addition, the permit number must be painted or burned onto the mooring buoy in a legible manner with numbers at least 3 inches tall. Mooring buoys without the mooring permit number properly displayed shall be considered abandoned.

Art. 10 — To see what sum the Town will vote to raise and appropriate for the elected officials’ salaries and travel reimbursement as follows, for which Tax Collector and Town Clerk are full-time positions, and when the Selectmen fill a vacancy in any elected position, they are authorized to establish the annual payment, at their discretion:

	2016	2015	2015 Expended
Selectman	\$6,000	\$6,000	\$6,000
Selectman	6,000	6,000	6,000
Selectman	6,000	6,000	6,000
Tax Collector	42,655	42,024	42,024
Town Clerk*	46,636	45,946	45,946
Road Commissioner	30,450	30,000	30,000
Travel Reimbursement	<u>2,900</u>	<u>3,100</u>	<u>1,979</u>
	\$140,641	\$139,070	\$137,949

*Town Clerk is also Registrar of Voters and receives \$2,455 which is budgeted in Article 11.

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 11 — To see if the Town will vote to raise and appropriate the sum of \$377,419 for general administration.

	2016	2015	2015 Expended
Administration Salary & Wages	\$184,071	\$181,812	\$179,335
Computers & Computer Services Agreements	30,655	32,400	28,550
Audit	12,000	12,000	10,200
Other	35,300	35,900	30,860
Public Information	9,000	9,000	8,615
Legal	50,000	50,000	52,577
Risk Management/Insurance	<u>56,393</u>	<u>57,840</u>	<u>52,657</u>
	\$377,419	\$378,952	\$362,794

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 12 — To see if the Town will vote to raise and appropriate the sum of \$15,622 for memberships as follows:

	2016	2015	2015 Expended
Maine Municipal Association	\$9,124	\$8,787	\$8,787
Mid Coast Economic Development District	5,973	7,110	7,110
Southern Midcoast Chamber of Commerce	500	500	500
Harpwell Business Association	<u>25</u>	<u>25</u>	<u>25</u>
	\$15,622	\$16,422	\$16,422

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 13 — To see if the Town will vote to raise and appropriate the sum of \$78,219 for the Assessing Office. (\$76,360 raised and appropriated in 2015; \$70,073 expended)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 14 — To see if the Town will vote to raise and appropriate the sum of \$34,104 for the Tax Collector's Office. (\$32,415 raised and appropriated in 2015; \$32,104 expended)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 15 — To see if the Town will vote to raise and appropriate the sum of \$58,595 for the Town Clerk's Office. (\$53,034 raised and appropriated in 2015; \$43,889 expended)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 16 — To see if the Town will vote to raise and appropriate the sum of \$29,308 for the Treasurer's Office. (\$28,269 raised and appropriated in 2015; \$27,894 expended)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 17 — To see if the Town will vote to raise and appropriate the sum of \$131,652 for the Code Enforcement Office. (\$118,172 raised and appropriated in 2015; \$113,647 expended)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 18 — To see if the Town will vote to raise and appropriate the sum of \$72,132 for the Planning Office and for planning services. (\$78,318 raised and appropriated in 2015; \$47,821 expended)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 19 — To see if the Town will vote to raise and appropriate the sum of \$333,971 for operations and personnel at the Recycling Center & Transfer Station. (\$323,690 raised and appropriated in 2015; \$305,510 expended)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 20 — To see if the Town will vote to raise and appropriate the sum of \$25,933 for Animal Control to include \$6,287 for the Coastal Humane Society. (\$25,707 raised and appropriated in 2015 including \$6,287 for the Coastal Humane Society; \$23,757 expended)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 21 — To see if the Town will vote to raise and appropriate the sum of \$46,603 for Harbor Management. (\$43,788 raised and appropriated in 2015; \$43,560 expended)
Recommended by Selectmen
Recommended by Budget Advisory Committee

Art. 22 — To see if the Town will vote to raise and appropriate the sum of \$36,206 for the Recreation Department. (\$28,899 raised and appropriated in 2015; \$31,492 expended)
Recommended by Selectmen
Recommended by Budget Advisory Committee

Art. 23 — To see if the Town will vote to raise and appropriate the sum of \$3,000 for a recreation-themed festival at Mitchell Field.
Recommended by Selectmen
Recommended by Budget Advisory Committee

Art. 24 — To see if the Town will vote to raise and appropriate the sum of \$12,500 for Recreation Programs and the sum of \$3,500 for maintenance of Trufant-Summerton Field, and authorize the Board of Selectmen to appropriate revenue generated by recreation programs for recreational purposes and revenue generated by advertising for operating expenses and capital improvement of Trufant-Summerton Field. (\$14,500 raised and appropriated in 2015)
Recommended by Selectmen
Recommended by Budget Advisory Committee

Art. 25 — To see if the Town will vote to appropriate the sum of \$20,000 from the Recreation Special Revenue Fund and raise and appropriate the sum of \$15,000 for improvements to Trufant-Summerton Field.
Recommended by Selectmen
Recommended by Budget Advisory Committee

Art. 26 — To see if the Town will vote to raise and appropriate the sum of \$4,500 for a public transportation service. (\$9,000 raised and appropriated in 2015; \$4,599 expended)
Recommended by Selectmen
Recommended by Budget Advisory Committee

Art. 27 — To see if the Town will vote to raise and appropriate the sum of \$355,954 for employee benefits.

	2016	2015	2015 Expended
Health Insurance	\$234,760	\$233,094	\$215,270
Social Sec/Medicare	65,847	63,944	59,173
Retirement	52,827	50,219	44,055
Disability	<u>2,520</u>	<u>3,000</u>	<u>2,190</u>
	\$355,954	\$350,257	\$320,688

Note: Elected Officials may participate in the health plan pursuant to terms of the Town's personnel policy.
Recommended by Selectmen
Recommended by Budget Advisory Committee

Art. 28 — To see if the Town will vote to raise and appropriate the sum of \$5,110 for boards and committees. (\$6,110 raised and appropriated in 2015; \$3,112 expended)
Recommended by Selectmen
Recommended by Budget Advisory Committee

Art. 29 — To see if the Town will vote to raise and appropriate the sum of \$6,000 for the maintenance and repair of cemeteries and graves in accordance with State law. (\$11,000 raised and appropriated in 2015; \$10,685 expended in 2015)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 30 — To see if the Town will vote to raise and appropriate the sum of \$103,180 for the maintenance and operations of Town facilities, vehicles and properties including an easement.

	2016	2015	2015 Expended
Buildings, property & vehicles	\$72,900	\$73,850	\$66,681
EMS Building	6,000	6,300	4,225
Old Town House & Commons	5,500	5,500	4,353
Town Dock	4,280	3,000	3,680
Town Landings	12,000	12,000	25,298
Cedar Beach Monitors & Signage	<u>2,500</u>	<u>2,500</u>	<u>1,242</u>
	\$103,180	\$103,150	\$105,479

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 31 — To see if the Town will vote to appropriate the sum of \$25,000 from the Land Acquisition and Town Property Improvement Fund for implementing a parking plan, replacing a float, and improving the boat launch at Pott's Point, including the use of such funds as the Town's share to match grants for these purposes.

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 32 — To see if the Town will vote to raise and appropriate the sum of \$75,000 as a contribution to Harpswell Heritage Land Trust for its acquisition and preservation of 68 acres of land in the Otter Brook Focus Area of the Town's Open Space Plan, such land to be accessible to the public.

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 33 — To see if the Town will vote to raise and appropriate the sum of \$11,300 for Mitchell Field.

	2016	2015	2015 Expended
Mowing/Repairs/Signage	9,100	9,100	6,243
Electricity	1,000	1,000	1,090
Portable Toilets	<u>1,200</u>	<u>1,200</u>	<u>1,722</u>
	\$11,300	\$11,300	\$9,055

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 34 — To see if the Town will vote to raise and appropriate \$22,000 to a reserve fund for the purpose of repairing, maintaining, and obtaining engineering analyses of the Mitchell Field water tower, and to expend that sum for that purpose, and to authorize the Board of Selectmen to accept gifts and grants for same.

Recommended by Selectmen

Art. 35 — We, the undersigned, request an article on the 2016 Town Meeting warrant to raise and appropriate \$22,000 for the repair and maintenance of the Mitchell Field water tower and to establish a fund to receive money from private sources for same.

Submitted by Petition

Art. 36 — To see if the Town will vote to adopt Recommendations for Improvements to the Waterfront at Mitchell Field, prepared by the Mitchell Field Committee and dated November 20, 2015, as a supplement to the Mitchell Field Master Plan.

[The Mitchell Field Committee’s Report entitled Recommendations for Improvements to the Waterfront at Mitchell Field is attached and available for review and inspection at the Town Clerk’s Office, online at harpwell.maine.gov and will also be available at Town Meeting.]

Note: The Mitchell Field Master Plan, adopted at a Special Town Meeting on November 6, 2007, serves as a conceptual guide for future uses at Mitchell Field. The Mitchell Field Committee’s recommendations provide further guidance and detail for implementing waterfront related aspects of the Mitchell Field Master Plan. **Implementation of specific elements of the Mitchell Field Master Plan as well as of these recommendations and any associated costs will require approval by subsequent warrant articles.**

Recommended by Selectmen

Art. 37 — To see if the Town will vote to raise and appropriate the sum of \$150,000 for removal, to the extent required, of the collapsed pump house debris near the Mitchell Field pier with any remaining funds to be held in the Mitchell Field reserve account for emergency repairs or other capital projects. (\$8,000 spent on partial removal in 2015)

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 38 — To see if the Town will vote to raise and appropriate the sum of \$30,000 for consulting services related to waterfront planning at Mitchell Field, including but not limited to pier planning, such funds may be used as the Town’s share to match grants and reduced by up to \$15,000 depending upon the amount of grant funding received.

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 39 — To see if the Town will vote to raise and appropriate the sum of \$514,324 for snow removal, road maintenance and road/street signs.

	2016	2015	2015 Expended
Snow Removal	\$446,324	\$430,418	\$408,116
Road Maintenance & Signs	<u>68,000</u>	<u>72,500</u>	<u>58,198</u>
	\$514,324	\$502,918	\$466,314

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 40 — To see if the Town will vote to authorize the Board of Selectmen to enter into a multi-year contract for a period of not more than 5 years for the purpose of providing winter road maintenance on such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town.

Recommended by Selectmen

Art. 41 — To see if the Town will vote to raise and appropriate the sum of \$275,000 for capital improvement of roads, including, without limitation, drainage improvements, utility relocations, engineering, survey and other related costs, all as determined to be appropriate by the Board of Selectmen. (\$177,269 expended in 2015)

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 42 — To see if the Town will vote to raise and appropriate the sum of \$277,564 for 24/7 Harpswell-based paramedic coverage and related administrative support services provided by Mid Coast Health Services. (\$277,564 raised and appropriated in 2015; \$277,560 expended).

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 43 — To see if the Town will vote to raise and appropriate the sum of \$180,000 for the operating and capital expenses of three fire and rescue providers as follows:

	2016	2015	2015 Expended
Harpswell Neck Fire and Rescue	\$60,000	\$60,000	\$60,000
Orr's-Bailey Islands Fire and Rescue	60,000	60,000	60,000
Cundy's Harbor Volunteer Fire	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>
	\$180,000	\$180,000	\$180,000

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 44 — To see if the Town will vote to raise and appropriate the sum of \$10,350 for other emergency services and management.

	2016	2015	2015 Expended
Back-up ALS & Central Communications	\$2,000	\$2,040	\$ 48
Fire Warden	2,200	2,200	1,700
Emergency Management	3,650	4,550	2,550
Dry Hydrant Operations	<u>2,500</u>	<u>4,000</u>	<u>7,020</u>
	\$10,350	\$12,790	\$11,318

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 45 — To see if the Town will vote to raise and appropriate the sum of \$29,000 for street lighting. (\$28,000 raised and appropriated in 2015; \$26,208 expended)

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 46 — To see if the Town will vote to raise and appropriate the sum of \$31,426 for communication services with Cumberland County and authorize the Board of Selectmen to enter into a multi-year contract with Cumberland County for a period of not more than 3 years for communication services. (\$30,502 raised and appropriated in 2015; \$30,502 expended)

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 47 — To see if the Town will vote to raise and appropriate the sum of \$324,610 for law enforcement services with Cumberland County. (\$332,164 raised and appropriated in 2015; \$332,163 expended)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 48 — To see if the Town will vote to raise and appropriate the sum of \$187,396 for Marine Wardens and shellfish conservation related services with Cumberland County. (\$184,842 raised and appropriated in 2015; \$184,842 expended)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 49 — To see if the Town will vote to raise and appropriate the sum of \$2,000 for boat operations for the Marine Patrol boat. (\$6,000 raised and appropriated in 2015; \$1,799 expended).

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 50 — To see if the Town will vote to raise and appropriate the sum of \$15,000 for marine resources and shellfish conservation activities, including contracting for management and oversight, purchasing conservation supplies for conservation projects and covering potential membership in the Tidelands Coalition. (\$12,000 raised and appropriated in 2015; \$8,892 expended)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 51 — To see if the Town will vote to raise and appropriate the sum of \$33,230 for General Assistance and health & welfare agencies as follows:

	2016	2015	2015 Expended
General Assistance	\$15,000	\$15,000	\$13,887
Independence Association	1,500	1,500	1,500
Midcoast Maine Community Action	730	730	730
Coastal Transportation	1,200	1,200	1,200
People Plus	1,500	1,500	1,500
Spectrum Generations	1,500	1,500	1,500
Family Crisis Shelter	500	500	500
Sexual Assault Response	250	250	250
Tedford Housing	1,000	1,000	1,000
Big Brothers/Big Sisters	500	500	500
Respite	1,600	1,600	1,600
Midcoast Hunger Prevention	3,500	3,200	3,200
American Red Cross	1,500	1,350	1,350
Day One	250	250	250
Oasis Health Network	1,200	1,300	1,300
Family Focus	500	500	500
Lifelight Foundation	500	500	500
YMCA (Bath)	500	500	500
	<u>\$33,230</u>	<u>\$32,880</u>	<u>\$31,767</u>

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 52 — To see if the Town will vote to raise and appropriate the sum of \$47,203 for the purposes as follows:

	2016	2015	2015 Expended
Orr's Island Library	\$15,000	\$13,000	\$13,000
Cundy's Harbor Library	17,300	15,300	15,300
Ash Point/Harpswell Neck Library	0	4,525	0
Harpswell Historical Society	3,000	3,000	3,000
Pejepscot Historical Society	500	500	500
Memorial Observances	1,500	1,600	1,385
Bailey Island Library Hall	2,603	2,544	2,544
Harpswell Business Association	3,000	3,000	3,000
Harpswell Neck Physical Education Association	2,000	2,000	2,000
Five River Arts Alliance	500	500	500
Maine Public Broadcasting	300	0	0
Water Safety Program	500	0	0
Community fireworks display	<u>1,000</u>	<u>1,000</u>	<u>0</u>
	\$47,203	\$46,969	\$41,229

Recommended by Selectmen

Art. 53 — To see if the Town will vote to raise and appropriate the sum of \$63,750 for Harpswell Community Broadcasting. (\$63,750 raised and appropriated in 2015; \$63,750 expended)

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 54 — To see if the Town will vote to authorize the Board of Selectmen to accept a \$6,000 grant from Comcast pursuant to the terms of the Town's cable television franchise agreement and to appropriate the same for a principal payment on a lease-purchase agreement pursuant to which equipment, related to the public, educational and governmental needs of community broadcasting, has been acquired by the Town. (\$6,000 accepted and expended in 2015)

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 55 — To see if the Town will vote to raise and appropriate the sum of \$6,400 for a warranty on equipment, acquired by the Town in a lease-purchase agreement, related to the public, educational and governmental needs of community broadcasting. (\$8,000 raised and appropriated in 2015; \$7,987 expended)

Recommended by Selectmen

Recommended by Budget Advisory Committee

Art. 56 — To see if the Town will vote to authorize the Board of Selectmen to accept a \$5,400 grant from Comcast pursuant to the terms of the Town's cable television franchise agreement and to appropriate the same as a pro-rata reimbursement to the Town, Harpswell Community Broadcasting Corporation and the three local Fire Departments for internet and cable television costs incurred by the same. (\$7,546, including from carryover funds, expended in 2015)

Recommended by Selectmen

Art. 57 — To see if the Town will vote to raise and appropriate the sum of \$60,000 for capital reserve accounts as follows:

	2016	2015	2015 Expended
Recycling/Transfer Station	\$30,000	\$30,000	\$48,643
Facilities	27,500	0	57,580
Office Equipment	2,500	7,500	25,429
Emergency Communications Equipment	0	5,000	0
Vehicle & Vehicle Equip. Replacement	0	30,000	37,033
Boat & Motor Replacement	<u>0</u>	<u>5,000</u>	<u>0</u>
	\$60,000	\$77,500	\$168,685

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 58 — To see if the Town will vote to raise and appropriate the sum of \$550,000 for debt service including interest on a tax anticipation note and interest on an equipment lease-purchase agreement for community broadcasting. (\$560,000 raised and appropriated in 2015; \$553,044 expended)

*Recommended by Selectmen
Recommended by Budget Advisory Committee*

Art. 59 — To see if the Town will vote to authorize the Board of Selectmen to carry over, and assign fund balance accordingly, to the 2017 fiscal year any appropriated but unexpended funds at 2016 fiscal year end, provided that the funds are used for the same purpose as originally appropriated.

Recommended by Selectmen

The Moderator may entertain a motion to approve Articles 60-66 as recommended by Selectmen unless a voter requests a specific article be set aside for individual consideration.

Art. 60 — To see if the Town will vote to fix the date of September 15, 2016 as the date when the first one-half of taxes shall be due and payable, with interest on the first installment to start after that date, and the date of December 15, 2016 as the date when the second one-half of taxes are due and payable, with interest on the second installment to start after that date, and to see if the Town will vote to charge a 6% rate of interest on unpaid taxes.

Recommended by Selectmen

Art. 61 — To see if the Town will vote to authorize the Tax Collector to accept prepayment of taxes not yet committed, as a service to our taxpayers. Any excess prepaid over the amount finally committed shall be repaid without interest. (36 M.R.S.A. § 506). (Excess payment of \$10.00 or less may be credited to 2016 taxes).

Recommended by Selectmen

Art. 62 — To see if the Town will vote to set the interest rate to be paid by the Town on abated taxes at 6% for the period of assessment and to authorize such interest paid or abatements granted to be appropriated from overlay funds or, if necessary, from unassigned fund balance.

Recommended by Selectmen

Art. 63 — To see if the Town will vote to authorize and direct the Board of Selectmen, at its discretion, to sell by sealed bid or public auction and to convey by quit-claim deed any real estate acquired from tax sources by the Town, or to convey the property to the prior owner upon payment in full of all taxes, interest and charges incurred by the Town. The Board of Selectmen reserves the right to reject any and all bids.

Recommended by Selectmen

Art. 64 — To see if the Town will vote to authorize the Board of Selectmen to apply for State, federal (including Community Development Block Grants) and other grants on the Town's behalf for purposes deemed by the Selectmen to be in the best interests of the Town; to accept such grants, including, when necessary, signing contract and related documents and accepting conditions of approval; and to expend such grant funds for any purpose for which the Town has appropriated funds.

Recommended by Selectmen

Art. 65 — To see if the Town will vote to authorize the Board of Selectmen to spend an amount not to exceed 3/12 of the budgeted amount in each budget category of the 2016 budget from January 1, 2017 to the 2017 Annual Town Meeting.

Recommended by Selectmen

Art. 66 — To see if the Town will vote to authorize the Board of Selectmen to sell by public bid or other competitive process any and all personal property deemed excess by the Board of Selectmen pursuant to such restrictions as the Board of Selectmen may impose.

Recommended by Selectmen

Art. 67 — To see if the Town will vote to authorize the Board of Selectmen to appropriate amounts not to exceed \$60,000 from Municipal Revenue Sharing, \$1,703,000 from non-property tax revenue sources, \$506,000 of unassigned fund balance and the homestead exemption reimbursement, estimated to be \$66,000, to reduce the tax commitment. (\$60,000 of Municipal Revenue Sharing, \$1,623,000 of non-property tax revenue, \$506,000 of unassigned fund balance and \$44,449 of homestead exemption reimbursement used in 2015)

Recommended by Selectmen

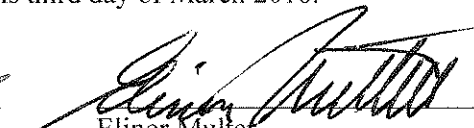
Article 68 may be passed over if the levy limit is not exceeded by earlier decisions of the voters.

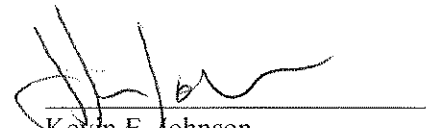
Art. 68 — To see if the Town will vote by written ballot to increase the property tax levy limit of \$2,624,937 established for Harpswell by State law in the event that the municipal budget approved under the preceding articles will result in a tax commitment that is greater than that property tax levy limit.

The Selectmen hereby give notice that the Registrar of Voters will be available at the Town Office during regular business hours for the entire week preceding said meeting to receive applications of persons claiming the right to vote at said meeting and to make corrections to the list of voters. Registrations will be accepted at the meeting.

Given under our hand this third day of March 2016.


Richard A. Daniel
Harpswell Board of Selectmen


Elinor Multer


Kevin E. Johnson