

From the Town Manager's Desk

Perry A. Ellsworth
South Berwick, Maine

May 11, 2016

To the citizens of South Berwick

The annual Town meeting is next Tuesday, May 17th at 6:00 p.m. at the Town Hall. We are hoping that you can join us and look forward to your questions or remarks.

You can find the Warrant for the meeting in the annual report or attached to this memo. I have included the pages where you can review the appropriations by department for each article or you can get the same review in the information previously posted under "News and Announcements" on our web page. The Annual Town Report is also posted on the web page if you have not picked up a hard copy yet.

The Annual Town Meeting presents you with the opportunity to be a voice in the operations of the Municipal Offices and Operations. We believe we are presenting you with a conservative budget that fulfills the needs and expectations of the community while looking forward towards the anticipated needs of the future.

My door is open if you have questions about the budget prior to the meeting. Stop by, call, or e-mail me with your concerns.

Respectfully,



Perry Ellsworth

Town Manager

TOWN OF SOUTH BERWICK
WARRANT
2016/2017

State of Maine

County of York, ss.

TO: Joseph Rousselle, a Resident of South Berwick in the County of York, State of Maine.

GREETINGS:

In the name of the Town of South Berwick, you are required to notify the inhabitants of said Town, qualified to vote in Town affairs, to assemble in the R.P.Gagnon Assembly Hall at the Town Hall on Main Street in said Town on Tuesday, the 17th of May 2016, at 6:00 o'clock in the evening, then and there to act on the following articles:

ARTICLE 1. To elect a moderator to preside at said meeting. Election to take place at 6:30 p.m. Business session will be held immediately following.

ARTICLE 2. To see if the Town will authorize the Town Council to dispose of tax acquired property in any manner in which the Town Council deems to be in the best interests of the Town.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 3. To see if the Town will vote to authorize the Tax Collector to charge and collect interest at a rate of seven (7) percent per annum on all unpaid taxes not paid by the due dates, with one-half of the taxes due on September 30, 2016 and one-half due on March 31, 2017.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 4. To see if the Town will vote to authorize the Tax Collector to accept prepayment of taxes not yet due or assessed. Any excess paid in over the amount finally assessed shall be repaid at zero (0) percent interest.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 5. To see if the Town will vote to authorize the Tax Collector to continue an eight (8) month payment plan known as the "Tax Club", with interest waived for all members of the Club making regular payments in accordance with the rules and regulations governing said Club.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 6. To see if the Town will vote to set the rate of interest paid on overpayment of taxes due to abatement at three (3) percent per annum as per MRSA36/506A.

TOWN COUNCIL RECOMMENDS: Adoption

(W) numbers refer to Annual Town Report page numbers

ARTICLE 7. To see if the Town will vote to appropriate from Undesignated Fund the payment of property tax abatements (and applicable interest) granted during this fiscal year.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 8. To see if the Town will vote to authorize the deposit of all proceeds from the Parking Lease Agreement between the Town and Avesta Young Street LP dated December 12, 2014 and December 22, 2015 into a non-lapsing designated reserve account and to appropriate and expend those funds to pay any costs associated with the repair and maintenance of said parking lot.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 9. To see if the Town will vote to raise and appropriate the following amounts for Police Services:

W 27-28	Police Department	\$ 816,468
W 28-29	Animal Control	9,144
W 30-31	Dispatch Center	345,204
	Total	\$1,170,816

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation
and other revenue sources \$1,170,816

ARTICLE 10. To see if the Town will vote to raise and appropriate the following amounts for Emergency Services:

W 24-25-26	Fire Department	\$ 196,554
W 27	Emergency Management Services	6,144
W 27	Water Assessment/Fire Protection	299,735
	Total	\$ 502,433

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation
and other revenue sources \$ 502,433

ARTICLE 11. To see if the Town will vote to raise and appropriate the following amounts for Public Works:

W 21-22	Town Hall	\$ 72,201
W 22-23	Community Center	68,379
W 31-32-33	Highway	761,181
W 33-34	Public Facilities	43,075
W 34	Town Garage	18,195
W 34-35-36	Transfer Station	294,325
W 36-37	Solid Waste Transportation	91,285
	Total	\$ 1,348,641

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation
and other revenue sources \$ 1,348,641

(W) numbers refer to Annual Town Report page numbers

ARTICLE 12. To see if the Town will vote to appropriate from Undesignated Fund Balance and Department of Transportation Highway Block Grant funds and raise and appropriate from general taxation and other revenue sources the following amounts for Capital Improvements – Roads:

Roads	\$ 700,000
Total	\$ 700,000

TOWN COUNCIL RECOMMENDS:

Appropriate from DOT Highway Block Grant and	\$ 64,440
Appropriate from Undesignated Fund Balance and	\$ 476,000
Raise and appropriate from general taxation and other revenue sources	\$ 159,560

ARTICLE 13. To see if the Town will vote to (1) approve a capital project consisting of road reconstruction, renovation and paving, including engineering, design and any other reasonably related costs thereto, (2) appropriate a sum not to exceed \$4,000,000 to provide for the costs of the project and (3) authorize the Treasurer and Chairperson of the Town Council to issue general obligation securities of the Town of South Berwick (including temporary notes in anticipation of the sale thereof) in an aggregate principal amount not to exceed \$4,000,000 for a term not to exceed 10 years, with an interest rate not to exceed 3%, and delegate to the Treasurer and the Chairperson of the Town Council the discretion to fix the dates(s), place(s) of payment, form and other details of said securities on behalf of the Town of South Berwick and to provide for the sale thereof.

FINANCIAL STATEMENT
TOWN OF SOUTH BERWICK

1.	<u>Total Town Indebtedness</u>	
	A. Bonds outstanding as of June 30, 2015	\$ 2,165,527
	B. Bonds authorized and unissued	\$ 0
	C. Bonds to be issued if this vote is approved	\$ 4,000,000
	Total	\$ 6,165,527
2.	<u>Costs</u>	
	At an estimated maximum interest rate of 3%, with a term not to exceed 10 years, the estimated costs of this bond issue will be:	
	Principal:	\$ 4,000,000
	Interest:	\$ 660,000
	Total Debt Service:	\$ 4,660,000

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

(W) numbers refer to Annual Town Report page numbers

TOWN COUNCIL RECOMMENDS: Approval

ARTICLE 14. To see if the Town will vote to raise and appropriate the following amounts for General Government:

W 13	Town Council	\$ 6,350
W 13-14	Town Manager	156,506
W 15-16	Control/Collection	205,478
W 16-17	Computer	43,100
W 17-18	Administration	153,295
W 18-19	Tax Assessment	102,570
W 23-24	Employee Benefits	1,146,260
W 31	Street Lights	50,000
W 42	Compensated Absence Reserve	30,000
	Total	\$ 1,893,559

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation
and other revenue sources \$ 1,893,559

ARTICLE 15. To see if the Town will vote to appropriate from AVESTA Land Sale (Bond Offset) and raise and appropriate from general taxation and other revenue sources the following amounts for Debt Service:

W 42	Young Street Debt	\$ 49,319
	2010 CIP Debt	54,044
	Library Construction Debt	140,000
	Total	\$ 243,363

TOWN COUNCIL RECOMMENDS:

Appropriate from AVESTA Land Sale (Bond Offset) \$ 34,220
and
Raise and appropriate from general taxation
and other revenue sources \$ 209,143

ARTICLE 16. To see if the Town will vote to raise and appropriate the following amount for the Records Department:

W 14-15	Town Clerk	\$ 70,700
	Total	\$ 70,700

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation
and other revenue sources \$ 70,700

ARTICLE 17. To see if the Town will vote to raise and appropriate the following amounts for Code Enforcement and Health Departments:

W 19-20	Code Enforcement	\$ 54,196
W 20-21	Planning	41,276

(W) numbers refer to Annual Town Report page numbers

W 21	Historic District Commission	250
W 21	Zoning Board of Appeals	160
	Total	\$ 95,882

TOWN COUNCIL RECOMMENDS:
 Raise and appropriate from general taxation
 and other revenue sources \$ 95,882

ARTICLE 18. To see if the Town will vote to raise and appropriate the following amounts for Public Welfare:

W 40	Social Services	\$ 59,232
W 40-41	Social/Civic Contributions	11,150
W 26-27	Emergency/Rescue Services	81,986
	Total	\$ 152,368

TOWN COUNCIL RECOMMENDS:
 Raise and appropriate from general taxation
 and other revenue sources \$ 152,368

ARTICLE 19. To see if the Town will vote to raise and appropriate the following amounts for Recreation/Parks and Conservation:

W 37-38	Recreation	\$ 81,037
W 38	Conservation Commission	4,845
	Total	\$ 85,882

TOWN COUNCIL RECOMMENDS:
 Raise and appropriate from general taxation
 and other revenue sources \$ 85,882

ARTICLE 20. To see if the Town will vote to raise and appropriate the following amount for the Library:

W 38-39	Library	\$ 136,086
	Total	\$ 136,086

TOWN COUNCIL RECOMMENDS:
 Raise and appropriate from general taxation
 and other revenue sources \$ 136,086

ARTICLE 21. To see if the Town will vote to raise and appropriate the following amounts for Capital Improvements – Reserves:

W 43	Highway Equipment	\$ 100,000
	Office Equipment	15,000
	Fire Equipment	70,000
	Police Equipment	45,000
	Transfer Station	10,000
	Town Buildings Reserve	15,000
	Police Station Reserve	90,000

(W) numbers refer to Annual Town Report page numbers

Total \$ 345,000

TOWN COUNCIL RECOMMENDS:

Raise and appropriate from general taxation
and other revenue sources \$ 345,000

ARTICLE 22. To see if the Town will vote to appropriate from Undesignated Fund Balance the following amount for Capital Improvements – Special Projects: Vine Street/Route 236:

Special Projects: Vine Street/Route 236 \$ 24,000
Total \$ 24,000

TOWN COUNCIL RECOMMENDS:

Appropriate from Undesignated Fund Balance \$ 24,000

ARTICLE 23. To see if the Town will vote to apply the following amounts from Excise Taxes, Non-Tax General Fund Revenues, Revenue Sharing, BETE Reimbursement and Homestead Exemption Reimbursement to use toward the 2016/2017 Budget Appropriations, thereby decreasing the amount to be raised by taxation.

TOWN COUNCIL RECOMMENDS THE FOLLOWING APPLICATIONS:

W 8-9	Excise Taxes	\$ 1,204,600
	Non-Tax General Fund Revenues	767,620
	State Revenue Sharing	383,250
	State Revenue Sharing Residual	22,955
	Homestead Exemption Reimbursement	225,000
	BETE Reimbursement	14,000
	Total	\$ 2,617,425

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 24. To see if the Town will vote to increase the property tax levy limit of \$ 3,605,007 established for the Town of South Berwick 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.

TOWN COUNCIL RECOMMENDS: Adoption

ARTICLE 25. To see if the Town will vote to adjourn the Town Meeting.

Given under our hands in the Town of South Berwick, this 19th day of April 2016 A.D.

(W) numbers refer to Annual Town Report page numbers

John C Kareckas

Russell H Abell

John J James

Laura S Leber

Thomas A Chase

(W) numbers refer to Annual Town Report page numbers

From the Town Manager's Desk

Perry A. Ellsworth
South Berwick, Maine

April 2016

ROADS UPDATE

We receive a lot of calls pertaining to road repair during the year. One would think that with the mild winter that just passed that we not see as much damage in the spring as we do during a severe, cold winter. The result is actually the opposite as the roads froze and thawed more than once.

The Public Works Department Highway crew consists of three full-time employees and one or two part-time seasonal employees. This crew has the responsibility of maintaining 108 roads that amount to 61 miles of summer road maintenance. Along with this supreme chore they also do many other maintenance tasks across all the departments of the Town.

Five years ago, we had a road study done by the University of New Hampshire. It showed that at best we had approximately 6.5 million dollars of work to catch up on. We developed a capital plan of \$600,000 annually and attacked the most traveled/worst conditions roads. In the last 4 years, Jon St. Pierre and his crew have completed 10 roads (9%) which equates to 19.7 miles (32%) of our roadways. Some of the sections that were beyond simple repairs were completely rebuilt while others were paved with binder that should last 10 years but will not meet the longer term expectancy needed to reach the desired 15-20 years.

Our backlog as we look forward is still 59 roads and lanes needing repair in the next ten years. The average age of these roads since their last major work is 18.8 years. An additional 37 roads will need some sort of upgrade with a projected cost for the next 10 years of \$693,000 per year, but the dilemma is that the roads deteriorate another 8% per year. This year we are asking to raise the appropriation in the capital budget from \$600,000 to \$700,000. Using our present plan we will still have a backlog of 2.3 million dollars in 2026.

I challenged Jon and his Foreman Jay Redimarker to think outside the box and provide me with alternate solutions. Their solution was easy to talk about but much tougher to implement. They suggested that we ask for a bond issue of 4 million dollars and that we work aggressively to repair the backlog in the next three years. The annual appropriation of \$700,000 will pay for the Bond as well as other road needs. The completion of the backlog of roads will mean less labor with cold patching potholes, less wear and tear on vehicles and buses, better winter plowing maintenance, less exposure to employees due to prolonged road repairs, and what I like best is less complaints and the ability to work on other opportunities.

If you have questions concerning the Bond and the road improvements, please give Jon or me a call or stop by. Following this memo is a list of roads that we will work on over the next three years should you all agree to make this happen.

We hope to see you supporting this article at the annual Town meeting on May 17, 2016.

Respectfully,

Perry Ellsworth

3 Year Road CIP

Year 1 (July 1, 2016 to June 30, 2017)

Ag. Estates Subdivision	East end	South End
Alder (Willow to Beaver Dam)	Tufts	Pine
Beech	Old County	Old South
Locust	Bennett Lot	Vine (Oldfields end)
Buttonwood	Mountain	Fifes
	Belle Marsh (to bridge)	Flynns
Old Mill Subdivision	Old Emerys Bridge	Waterside
Beaver Dam		Crescent Court
Highknoll		
Quarry		North end
Millstream		Pond
Cottontail		Knights Pond
		Hooper Sands
Landing Area		Rodier
Liberty		Thurrell (1/2)

Year 2 (July 1, 2017 to June 30, 2018)

Ag. Estates Subdivision	In Town Area	North End
Dogwood	Butler	Thurrell (1/2)
Springtree	Young	
	Neally	
Wadleigh Area	Grant	
Wadleigh Area	Webster	
Hill Birch	High	
Drury	Spillanes Hill	
Farmgate	Tibbetts	

Year 3 (July 1, 2018 to June 30, 2019)

Ag. Estates Subdivision	Shoetown Area	South End
Chestnut	Colcord	Clarks
Hickory	Railroad	Vaughns
Tamarack	Front	
Wiliam	Stevens	North End
	Goodwin	Finson
Landing Area	Goodwin Place	Linscott
Pleasant	Dawson	Brookwood
Park	Ross	Junction
Middle	Spring	
Garland	Norton	
Old Mill		
	Academy Area	
	Highland	
	Union	