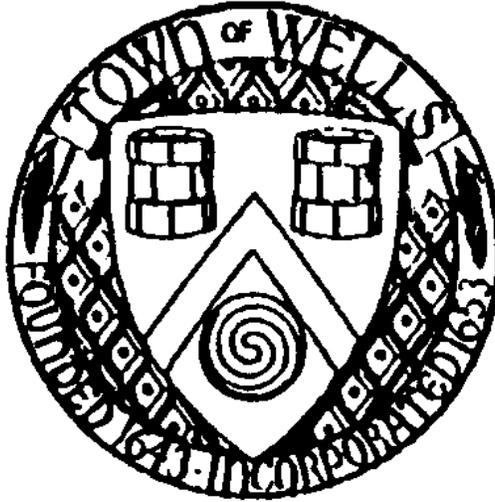


TOWN OF WELLS



Annual Town Meeting

June 11, 2013

Tuesday, June 11 – 8:00AM to 8:00PM

Warrant and Plans for the Fiscal Year 2014

Town of Wells
Town Office
208 Sanford Road
Wells, Maine 04090

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FY'14 PROPOSED BUDGET SUMMARY

ARTICLE	ARTICLE DESCRIPTION	BUDGET AMOUNT	TAXES	OTHER REVENUE & PASS-THROUGH	SURPLUS	RESERVES	EXPOSE FROM SURPLUS
ARTICLE 3	ESTIMATED REVENUE	\$ 3,055,122		\$ 3,055,122			
ARTICLE 4	PASS THROUGH ACCOUNTS	\$ 852,500		\$ 852,500			
ARTICLE 5	SALARIES	\$ 5,468,040	\$ 5,468,040				
ARTICLE 6	OPERATIONS/EXPOSE FROM SURPLUS	\$ 5,511,686	\$ 5,511,686				
ARTICLE 7	POTENTIAL EMPLOYEE RELATED EXPENSES	\$ 60,000					\$ 60,000
ARTICLE 8	POTENTIAL TOWN LIABILITIES	\$ 225,000					\$ 225,000
ARTICLE 9	CAPITAL IMPROVEMENT PLAN	\$ 2,103,382	\$ 414,882	\$ 230,000	\$ 1,403,500	\$ 55,000	
ARTICLE 10	CAPITAL EXPENDITURES	\$ 1,824,275				\$ 1,824,275	
ARTICLE 11	EXPENDITURES FROM SPECIFIC CIP FUNDS						
ARTICLE 12	VOLUNTEER COORDINATOR	\$ 17,500	\$ 17,500				
ARTICLE 13	2 SCHOOL RESOURCE OFFICERS	\$ 86,786	\$ 86,786				
ARTICLE 14	GENERAL ASSISTANCE	\$ 60,000					\$ 60,000
ARTICLE 15	TRANSIT BONUS PAYMENT PROGRAM	\$ 75,000					\$ 75,000
ARTICLE 16	COUNTY TAX CONVERT TO FISCAL YEAR	\$ 800,000			\$ 800,000		
ARTICLE 17	RELEASE OF FUNDING FOR DREDGE	\$ 889,000				\$ 889,000	
ARTICLE 18	TWO 37 HR POSITIONS TO 40 HR	\$ 9,607	\$ 9,607				
ARTICLE 19	TOWN CLERK'S COMPENSATION	\$ 55,767	\$ 55,767				
ARTICLE 20	FUNDING FOR LAND SWAP	\$ 125,000				\$ 125,000	
	TOTAL MUNICIPAL BUDGET	\$18,163,543	\$11,564,268				
	Subtotals of Revenue			\$ 4,137,622	\$ 2,203,500	\$ 2,893,275	\$ 420,000
	Less Revenue & Pass Through	\$(4,137,622)					
	Less Surplus	\$(2,203,500)					
	Less Reserves	\$(2,893,275)					
	Less Exposed Surplus	\$ (420,000)					
	Balance to be Raised by Taxation	\$ 8,509,146					

FY'14 TAX RATE INFORMATION AND PROJECTIONS

TOTAL ESTIMATED TOWN TAXES				Est. Tax Rate			
Proposed Municipal FY'14	\$ 8,509,146			\$ 2.79			
Estimated County Tax	\$ 1,544,617			\$ 0.51			
Estimated School Budget FY14	\$16,297,410			\$ 5.34			
Total Estimated Tax Revenue FY '14	\$26,351,173			\$ 8.63			
COMPARATIVE TAX RATES		EST. FY '14	% Change	FY '13	FY '12	FY '11	
TOWN	\$ 2.79		-1.90%	\$ 2.84	\$ 2.79	\$ 2.71	
COUNTY	\$ 0.51		1.15%	\$ 0.50	\$ 0.50	\$ 0.50	
SCHOOL	\$ 5.34		0.87%	\$ 5.29	\$ 5.34	\$ 5.22	
OVERLAY							
TOTAL	\$ 8.63		-0.03%	\$ 8.63	\$ 8.63	\$ 8.43	
	FY '10	FY '09		FY '08	FY '07	FY '06	
TOWN	\$ 2.60	\$ 2.59		\$ 2.40	\$ 2.37	\$ 2.38	
COUNTY	\$ 0.49	\$ 0.46		\$ 0.45	\$ 0.42	\$ 0.44	
SCHOOL	\$ 5.24	\$ 5.17		\$ 4.90	\$ 4.95	\$ 4.82	
OVERLAY	\$ -	\$ -		\$ 0.20	\$ 0.21	\$ 0.25	
TOTAL	\$ 8.33	\$ 8.22		\$ 7.95	\$ 7.95	\$ 7.89	
VALUATIONS PROJECTED							
FY '14	3,054,235,253	0.5%					
FY '13	3,039,040,053	1.1%					
FY '12	3,006,525,404	1.0%					
FY '11	2,976,032,721	2.0%					
FY '10	2,916,529,150	0.5%					
FY '09	2,902,019,055	4.2%					
FY '08	2,785,388,271	2.00%					
FY '07	2,730,772,815	4.30%					
FY '06	2,618,123,433	43.63%					
FY '05	1,822,770,503						
				REVALUATION YEAR			

WARRANT

June 11, 2013
STATE OF MAINE
COUNTY OF YORK, ss.

To: Marianne Goodine, resident of the Town of Wells, County of York, and State of Maine;

GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the Inhabitants of the Town of Wells, qualified by law to vote in Town affairs, to meet at the Wells High School Gymnasium, 200 Sanford Road in said Town of Wells on Tuesday, June 11, 2013 at 8:00 AM in the forenoon and then and there to vote on Article 1 and by secret ballot to act on all remaining Articles set out below. Pursuant to Title 21-A, Section 759(7), absentee ballots will be processed at the polls at the following times: 9:00 a.m. to 8:00 p.m. on the hour as needed.

ARTICLE 1. To elect a Moderator to preside in said meeting.

ARTICLE 2. To elect all necessary Town Officers for the ensuing terms by secret ballot.

ARTICLE 3. ESTIMATED REVENUES: Shall the Town vote to collect and appropriate the estimated amounts in Town Generated Revenue and State Revenue in the amount of \$3,055,122 to reduce the amount to be raised by taxation as shown in Table 1 of the appendix to the Annual Town Meeting Warrant?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (6 in Favor / 0 Against)

If this Article is defeated, the appropriation for this Article shall be the amount approved at last year's Annual Town Meeting which was \$3,446,880.

ARTICLE 4. PASS THROUGH ACCOUNTS: Shall the Town vote to authorize the Town Treasurer to accept and pay out Pass Through Funds in the estimated amount of \$852,500 from specified sources as shown on Table 2 of the appendix to the Annual Town Meeting Warrant?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (6 in Favor / 0 Against)

If this Article is defeated, the appropriation for this Article shall be the amount approved at last year's Annual Town Meeting which was \$851,500.

ARTICLE 5. SALARIES: Shall the Town vote to raise and appropriate

by taxation \$5,468,040 for municipal employees' salaries and wages during FY2014 as shown on Table 3 of the appendix to the Annual Town Meeting Warrant?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (5 in Favor / 1 Against)

If this Article is defeated, the appropriation for this Article shall be the amount approved at last year's Annual Town Meeting which was \$5,561,453.

ARTICLE 6. OPERATIONS: Shall the Town vote to raise and appropriate by taxation \$5,511,686 as shown on Table 4 of the appendix to the Annual Town Meeting Warrant for the operation of municipal departments and committees during FY2014?

Board of Selectmen Recommends YES (5 in Favor / 0 Against) \$5,511,686
Budget Committee Recommends YES (6 in Favor / 0 Against) \$5,506,686

If this Article is defeated, the appropriation for this Article shall be the amount approved at last year's Annual Town Meeting which was \$5,891,576.

ARTICLE 7. POTENTIAL EMPLOYEE-RELATED EXPENSES: Shall the Town vote to appropriate and expend up to \$60,000 from Undesignated Fund Balance (Surplus) for the following:

Retirement Benefit Reimbursement - \$25,000 to fund payment, when necessary, of accrued benefits to employees who are retiring or leaving Town Service;

Workers Compensation – Light Duty Fund - \$25,000 to pay wages of injured employees able to work in a light duty capacity; and

Educational Reimbursement Fund - \$10,000 to fund educational course reimbursement in FY'14 for eligible union and non-union employees based on contract requirements and the Non-Union Educational Assistance Program guidelines.

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (6 in Favor / 0 Against)

If this Article is defeated, the appropriation for this Article shall be the amount approved at last year's Annual Town Meeting which was \$60,000.

ARTICLE 8. POTENTIAL TOWN LIABILITIES: Shall the Town vote to appropriate and expend up to \$225,000 from the Undesignated Fund Balance (Surplus) for the following potential liabilities:

Legal Services Fund - \$75,000 to be used at the discretion of the Board of Selectmen, following a public hearing, to fund legal services for significant legal and/or legislative matters beyond the normal legal budget;

Self-Insurance Claims Coverage - \$10,000 to fund payment of the Town's deductible and other expenses associated with accepted claims made against the Town;

Emergency Fuel and Utilities Account - \$40,000 to be expended, following a public hearing by the Board of Selectmen, to cover potential shortfalls in the FY'14 fuel and utilities budgets due to the unpredictable markets for diesel, unleaded gasoline, propane and electricity;

Emergency Facility Repair and Energy Efficiency Improvement Fund - \$50,000 to be used at the discretion of the Board of Selectmen, following a public hearing, to pay for emergency repairs and energy efficiency improvements to town-owned facilities that are not contemplated in the FY'14 operating budget; and

Facility Maintenance and Repair Fund - \$50,000 to be used at the discretion of the Board of Selectmen, following a public hearing, to pay for maintenance and repairs to town-owned facilities and property that are not contemplated in the FY'14 operating budget.

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (6 in favor / 0 Against / 1 Abstain)

If this Article is defeated, the appropriation for this Article shall be the amount approved at last year's Annual Town Meeting which was \$175,000.

ARTICLE 9. CAPITAL IMPROVEMENT PLAN (Raising from Taxation, and Appropriating and Transferring Monies From Reserves, Surplus, and the State to Fund the Capital Improvement Plan): Shall the Town vote to: raise and appropriate by taxation \$414,882; appropriate \$1,403,500.00 from the Undesignated Fund Balance (Surplus); appropriate \$55,000 from various CIP Reserve Funds; and appropriate \$230,000 from the State MaineDOT Road Reimbursement Program (URIP); and transfer said monies (\$2,103,382.00) to fund the CIP program as specified in Table 5 of the appendix to the Annual Town Meeting Warrant?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (6 in Favor / 0 Against)

If this Article is defeated, the appropriation for this Article shall be the same amount approved at last year's Annual Town Meeting which was \$1,824,157.

ARTICLE 10. CAPITAL EXPENDITURES (Appropriations (Spending) of Fund Monies): Shall the Town vote to appropriate and expend \$1,814,275 from the Capital Reserve Funds to fund the Capital Expenditures as specified in Table 5 of the appendix to the Annual Town Meeting Warrant?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (6 in Favor / 1 Against)

If this Article is defeated, the appropriation for this Article shall be the same amount approved at last year's Annual Town Meeting which was \$1,391,657.

ARTICLE 11. EXPENDITURES FROM SPECIFIC CIP RESERVE ACCOUNTS: Shall the Town vote to authorize the Board of Selectmen, in the event of emergency and after a public hearing, to expend up to the fund balance (as specified in Table 5 of the appendix to the Annual Town Meeting Warrant) in the following CIP reserve accounts: Infrastructure, Technology, and Ambulance?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (6 in Favor / 1 Against)

ARTICLE 12. NEW PART-TIME VOLUNTEER COORDINATOR POSITION: Shall the Town vote to create a part-time Volunteer Coordinator position (20 hours a week) and vote to raise and appropriate \$17,500 to cover the compensation and operational costs of the new position?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (7 in Favor / 0 Against)

Explanation: There are over 400 volunteers giving of their time to the municipal programs and services. The future role of volunteers in a downside government economy is projected to grow in their use and value to the community. A paid, part-time Volunteer Coordinator would: establish and maintain a structured Volunteer Program for Wells; provide volunteer training (thereby reducing liability risks); and conduct recruitment and retention efforts. The Board of Selectmen has discussed the need for the last two decades for a Volunteer Coordinator. In the last two years, the Personnel Advisory Committee (PAC), Town Manager, HR Director and the Board of Selectmen have renewed discussions about establishing a paid, part-time Volunteer Coordinator under the direct supervision of the HR Director. This new position is requested to be 20 hours a week with pro-rated benefits of 50%, which if taken, would be covered in the town's benefit account. This article also provides funds for expenses such as mileage reimbursement and office supplies. Broken down, the position compensation is \$13.47 per hour (\$14,008) and expenses are \$3,492. Please see the Position Report and its description of duties in Appendix 4.

ARTICLE 13. FUNDING FOR TOWN SHARE OF TWO SCHOOL RESOURCE OFFICERS: Shall the Town vote to support the hiring of two additional School Resource Officers for the WOCSD and to raise and appropriate \$86,786 to cover 50% of the cost of compensation and benefits, with the WOCSD funding the other 50% of said cost?

Board of Selectmen Recommends YES (3 in Favor / 1 Against)
Budget Committee Recommends NO (1 in Favor / 3 Against)

Explanation: The WOCSD School Committee has requested and budgeted for two additional School Resource Officers (SROs) which, if funded, bring the total to three SROs in the schools for FY'14. As with the current SRO, the town pays 50% of the cost of salary and benefits for a certified sworn Wells Police Officer to be on duty at the schools, with the WOCSD paying the other half. The Town then uses the officer for municipal policing duties when not on duty for the WOCSD. The two additional SROs will allow the Town to reduce the number of summer officers hired. The total cost of two SROs will be \$173,572.00, of which the Town will contribute \$86,786. Please see further description of duties in Appendix 5.

ARTICLE 14. GENERAL ASSISTANCE: Shall the Town vote to appropriate and expend from the Undesignated Fund Balance (Surplus) up to \$60,000 to fund the Town of Wells General Assistance Program?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (7 in Favor / 0 Against)

If this Article is defeated, the appropriation for this Article shall be the amount approved at last year's Annual Town Meeting which was \$60,000.

ARTICLE 15. TRANSIT BONUS PAYMENT PROGRAM: Shall the Town vote to: 1) Authorize the Town to participate in the MDOT Transit Bonus Payment Program, which provides an incentive to towns to fund transit programs by increasing the participating town's allocation in the Urban Rural Initiative Program; 2) Appropriate up to **\$75,000** from the Undesignated Fund Balance (Surplus), not to exceed the amount awarded to the Town as bonus payments in the local roads program, to be allocated to support the operations of the York County Community Action Transportation WAVE Program (\$40,000) and to support the operations of the Wells Shoreline Explorer Trolley Program (\$35,000) administered by the York County Community Action Transportation Program; 3) Accept up

to \$75,000 in additional Urban Rural Initiative Program payments from MDOT made available through the Transit Bonus Payment Program; and 4) Appropriate and expend the funds received subject to the conditions imposed under that Program, and authorize the Board of Selectmen to allocate the funds for such purposes?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (7 in Favor / 0 Against)

If this Article is defeated, the appropriation for this Article shall be the amount approved at last year's Annual Town Meeting which was \$75,000.

ARTICLE 16. COUNTY OF YORK, MAINE HALF YEAR TAX PAYMENT: Shall the Town vote to appropriate and expend up to \$800,000 from Undesignated Fund Balance (Surplus) for the purpose of paying to the County one half year's worth of taxes in conjunction with the County's transition from a calendar year to a July 1st Fiscal budget year?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (7 in Favor / 0 Against)

Explanation: The County Commissioner voted in 2012 to move the County Budget Year from a Calendar year to a July 1st Fiscal Year commencing for FY'14. State law allows the County Commissioners to undertake this change without voter approval. The purpose of the change is to align the County's budget with the majority of its communities, which will save them considerable funds over time. The County gave notice to all 29 York County communities of the change and of its plan to accomplish the change through a normal 2013 calendar year budget passage and then a six month budget from January to June 30, 2014. This means that for transitional purposes, the County will send out two tax bills during our Wells Budget FY'14. The County gave Towns a choice to pay the six month tax on the transitional budget up front in FY'14 or over a period of up to 5 years with interest. The Selectmen voted to pay the tax in full in FY'14. The cost of the 6 month tax bill is expected to be \$800,000, or, approximately one half of the 2013 Calendar budget paid in FY'14.

ARTICLE 17. RELEASE OF FUNDING FOR TOWN'S PORTION OF COST OF WELLS HARBOR FEDERAL DREDGE: Shall the Town vote to appropriate and expend up to \$889,000 from the following existing Reserve Funds: Fund # 0012- Harbor Mooring & Floats (\$278,468); Fund # 0805- Harbor Dredge (\$243,499); and Fund #0804- Beach Erosion, including revenues obtained through summer 2013 and in the CIP FY'14 Budget, to meet the Town's obligation on the fall 2013 dredge project?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (7 in Favor / 0 Against)

Explanation: The Town has received notice that federal funds have been appropriated to the Army Corps of Engineers to undertake a full harbor and Federal Channel Dredge commencing September 15, 2013. The Board of Selectmen, the Wells Harbor Advisory Committee, and town staff have been working toward a complete dredge since 2007. Funds have been placed in the reserve accounts mentioned in Article 9 each year for use in our local dredge match, dredge sand beach nourishment and project preparation costs (removal and re-installation of the harbor infrastructure). This article asks for the release of three Reserve Funds for use in covering these local costs.

ARTICLE 18. AUTHORIZATION TO INCREASE 2 DEPUTY TOWN CLERK PART-TIME POSITIONS TO FULL-TIME POSITIONS: Shall the Town vote to convert two part-time Deputy Town Clerk positions (currently 37 hour per week) into two full-time positions (40 hours a week) and vote to raise and appropriate \$9,607.00 to cover the additional compensation costs to cover said increase?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (5 in Favor / 2 Against)

Explanation: The Town Clerk has proposed to the Board of Selectmen that two 37 hour a week Part-time employees be made Full-time at 40 hours a week. The Selectmen reviewed and discussed her request and determined to move it forward to Town Meeting for determination. The additional salary cost is \$9,607 for FY'14, which Article 16 requests to be raised by taxation. The pro-ration of benefits is covered in the operational budget.

ARTICLE 19. TOWN CLERK COMPENSATION: Shall the Town vote to raise and appropriate \$1,094 to increase the Elected Town Clerk's current salary of \$54,673.32 by 2% in FY'14 and to expend \$55,766.79 for the Town Clerk's Compensation in FY'14?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (4 in Favor / 3 Against)

If this Article is defeated, the appropriation for this Article shall be the amount approved at last year's Annual Town Meeting, which with adjustment was \$54,673. 32.

Explanation: The Town Meeting is asked to approve the Elected Town Clerk's Compensation for FY'14 that will increase by 2%.

ARTICLE 20. FUNDING FOR AND AUTHORIZATION TO PURCHASE PARCELS FOR A LAND SWAP FOR A FUTURE CONSOLIDATED FIRE SUBSTATION PARCEL: Shall the Town vote to appropriate and expend up to \$125,000 from the following existing Reserve Funds: Municipal Land Reserve #0706 (\$119,719) and Public Safety Reserve #0840 (\$401,219); to authorize the Board of Selectmen to purchase two parcels (Map 53 Lot 12-1 for \$40,000 and Map 63 Lot 24 for \$85,000) for a total of \$125,000; and to swap them for Map 55 Lot 13, which parcel is approximately 14 acres located at the corner of Route 109 and Meetinghouse Road to be the site of a future consolidated Fire Department Substation?

Board of Selectmen Recommends YES (4 in Favor / 1 Against)
Budget Committee Recommends YES (6 in Favor / 1 Against)

Explanation: The Board of Selectmen formed a committee in the Fall of 2012 called the Wells Municipal Facility Planning Advisory Committee (WMFPAC) with the charge to plan for replacement parcel sites for the Police, Fire (Corner and two substations) and Town Hall Facilities. The Committee and Selectmen determined that there was a dire need to replace the two Fire Department substations located in High Pine on 109 and on the Branch Road (9A) and found a centrally located parcel that would allow for the consolidation of the two Fire Department Substations (High Pine and Branch) into one modern facility on 14 acres at the intersection of Route 109 and Meetinghouse Road. The owner of that parcel is willing to swap his land for land of equal value. The parcel on Route 109 and Meetinghouse Road (Map 55 Lot 24) is appraised at \$125,000. The two parcels to be swapped are being sold for \$85,000 (Map 63 Lot 54) and \$40,000 (Map 53 Lot 12-1) allowing for it to be an equal swap. Please see further information in Appendix 6.

ARTICLE 21. Shall the Ordinance entitled, "An Ordinance to Amend Chapters 145 (Land Use) and 202 (Subdivision of Land) of the Code of the Town of Wells to Modify Open Space Requirements" be enacted?

A copy of the ordinance is posted together with this warrant at Appendix 1 and is hereby incorporated by reference.

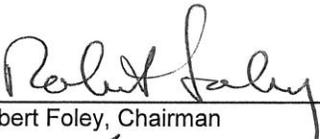
ARTICLE 22. Shall the Ordinance entitled, "An Ordinance to Amend Chapter 145 (Land Use) of the Code of the Town of Wells to Clarify Definitions of Various Types of Recreation and to Add "Recreation, Medium Intensity Commercial" as a Permitted Use in Certain Districts with Site Plan Approval" be enacted?

A copy of the ordinance is posted together with this warrant at Appendix 2 and is hereby incorporated by reference.

ARTICLE 23. Shall the Ordinance entitled, "An Ordinance to Amend Chapter 145 (Land Use) of the Code of the Town of Wells to Modify the Definition of "Recreation, Low-Intensity Commercial" to include "Indoor Target Range" be enacted?

A copy of the ordinance is posted together with this warrant at Appendix 3 and is hereby incorporated by reference.

Given under our hands this 16th day of April, 2013.



Robert Foley, Chairman



Karl Ekstedt



Richard Clark, Vice Chairman

Timothy Roche



Christopher Chase

APPENDICES

APPENDIX 1

An Ordinance to Amend Chapters 145 (Land Use) and 202 (Subdivision of Land) of the Code of the Town of Wells to Modify Open Space Requirements

NOTE: Proposed additions to existing Code sections are underlined.
Proposed deletions of existing Code sections are ~~crossed out~~.
Other sections of the Ordinance are unchanged.

The Town of Wells hereby ordains and enacts “An Ordinance to Amend Chapters 145 (Land Use) and 202 (Subdivision of Land) of the Code of the Town of Wells to Modify Open Space Requirements” to read as follows:

Part 1: Section 145-10, entitled “Definitions” is hereby amended as follows:

~~OPEN SPACE – Land within a development which is set aside and remains essentially unimproved.~~

OPEN SPACE – Land within or associated with a development which is set aside, dedicated, or reserved for public or private use or enjoyment, protection of natural or historic features, protection of abutting property owners, or to provide areas suitable for active or passive recreation, as approved by the Planning Board.

Part 2: Section 202-12B, entitled “Retention of open space and natural or historic features” is hereby amended as follows:

- (1) In any subdivision with a lot size of one acre or less, or more than 20 lots or dwelling units, the developer shall provide up to 10% of his total area as open space. In any subdivision containing 20 lots or dwelling units or fewer, the Board may request the developer to provide up to 10% of his total area as open space. The developer may instead make a payment in lieu of dedication into a municipal land acquisition fund. with no more than 5 lots or dwellings units, no dedicated open space is required. In any subdivision with at least 6 lots or dwellings units and no more than 10 lots or dwellings units, there shall be a minimum of 10% or 20,000 square feet, whichever is greater, of the total property net area dedicated as open space. Off site dedication of open space land may be approved by the Planning Board if excess land is provided and the land has a greater benefit to the public than land within the development. In any subdivision with more than 10 lots or dwelling units there shall be a minimum of 35% of the total property net area dedicated as open space.
- (2) Land reserved for open space purposes shall be of a character, configuration and location suitable for the particular use intended. A site intended to be used for active recreation purposes, such as a playground or a play field, should be relatively level and dry, ~~have a total frontage on one or more streets of at least 200 feet and have no major dimensions of less than 200 feet.~~ Sites selected primarily for scenic or passive recreation purposes shall have such access as the Planning Board may deem suitable and no less than 25 feet of road frontage. The configuration

of such sites shall be deemed adequate by the Planning Board with regard to scenic or historic attributes to be preserved, together with sufficient areas for trails, lookouts, etc., where necessary and appropriate.

(3) Reserved open space land, acceptable to the Planning Board and subdivider may be dedicated or conveyed to the municipality, as a condition of approval, a land trust, or other recognized conservation organization. Such reservation may also be accomplished by incorporation into homeowner's association or condominium association documents or into restrictive deed covenants. (See §145-49. "Residential Cluster Development" standards).

~~(4) Land reservation shall be calculated on a basis of 1,300 square feet per dwelling unit proposed or three acres per 100 dwelling units. Where land is not suitable or is insufficient in amount, a payment in lieu of dedication shall be calculated at the market value of land at the time of the subdivision, as determined by the Municipal Tax Assessor, and deposited into a municipal land acquisition or improvement fund.~~

(4)(5) The Planning Board may require that the development plans include a landscape plan that will show the preservation of any existing trees larger than 24 inches in diameter at breast height, the replacement of trees and vegetation, graded contours, streams and the preservation of scenic, historic or environmentally significant areas. Cutting of trees on the northerly borders of lots should be avoided as far as possible, to retain a natural wind buffer.

Part 3: Effective Date.

This Ordinance shall take effect upon adoption by the Town Meeting.

APPENDIX 2

An Ordinance to Amend Chapter 145 (Land Use) of the Code of the Town of Wells to Clarify Definitions of Various Types of Recreation and to Add “Recreation, Medium Intensity Commercial” as a Permitted Use in Certain Districts with Site Plan Approval

NOTE: Proposed additions to existing Code sections are underlined.
Proposed deletions of existing Code sections are ~~crossed out~~.
Other sections of the Ordinance are unchanged.

The Town of Wells hereby ordains and enacts “An Ordinance to Amend Chapter 145 (Land Use) of the Code of the Town of Wells to Clarify Definitions of Various Types of Recreation and to Add “Recreation, Medium Intensity Commercial” as a Permitted Use in Certain Districts with Site Plan Approval” to read as follows:

Part 1: Section 145-10, entitled “Definitions” is hereby amended as follows:

RECREATION, HIGH-INTENSITY COMMERCIAL – A business which provides an indoor or outdoor recreational activity, ~~including but not limited to~~ such as miniature golf, ~~racquetball, tennis, dancing, exercising,~~ playing of video games, ~~bowling, swimming,~~ showing of movies and the exhibition of any of the performing arts, but not including powered apparatus, such as Ferris wheels, water slides and devices usually found in amusement parks or motorized vehicles that produce fumes, bright lights or noise.

RECREATION, MEDIUM INTENSITY COMMERCIAL – A business which provides an indoor recreational activity such as exercising, dancing, racquetball, tennis or swimming.

Part 2: Section 145-24, entitled “Residential-Commercial District” is hereby amended as follows:

C. Permitted uses requiring the approval of a site plan. The following uses are permitted upon obtaining site plan approval and any required permits from the Code Enforcement Officer:

(28) Recreation, active.

(29) Recreation, medium intensity commercial.

~~(2930)~~ Registered marijuana dispensary (Note: A registered marijuana Dispensary will only be permitted on a lot within this district which lot either has frontage along Route One, or is located within 150 feet of Route One.)

(3031) Restaurant, standard, containing 36 seats or fewer and located west of Route 1 and east of the turnpike on Route 109.

(3132) School, public and private.

(3233) Seasonal cottage complex. (See § 145-52.)

[\(3334\)](#) Stand-alone registered marijuana dispensary.

Part 3: Section 145-26, entitled "General Business District" is hereby amended as follows:

C. Permitted uses requiring the approval of a site plan. The following uses are permitted upon obtaining site plan approval and any required permits from the Code Enforcement Officer:

[\(33\)](#) Recreation, active.

[\(34\)](#) Recreation, high-intensity commercial.

[\(35\)](#) Recreation, low-intensity commercial.

[\(36\)](#) Recreation, medium intensity commercial.

[\(3637\)](#) Registered marijuana dispensary.

[\(3738\)](#) Restaurant, standard.

[\(3839\)](#) Restaurant, fast-food.

[\(3940\)](#) Sawmill producing less than 100,000 board feet of lumber per year.

[\(4041\)](#) School, public and private.

[\(4142\)](#) Tent and recreational vehicle park. (See § 145-50.)

[\(4243\)](#) Transportation facility.

[\(4344\)](#) Seasonal cottage complex. (See § 145-52.)

[\(4445\)](#) Stand-alone registered marijuana dispensary.

Part 4: Section 145-28, entitled "Light Industrial District" is hereby amended as follows:

C. Permitted uses requiring the approval of a site plan. The following uses are permitted upon obtaining site plan approval and any required permits from the Code Enforcement Officer:

(11) Public utility facility.

[\(12\)](#) Recreation, medium intensity commercial.

[\(4213\)](#) Research and development facility.

(~~13~~14) Recycling facility.

(~~14~~15) Restaurant, standard.

(~~15~~16) Restaurant, fast-food.

(~~16~~17) School, vocational-technical.

(~~17~~18) Transmission tower, radio.

(~~18~~19) Transportation facility.

(~~19~~20) Truck terminal.

(~~20~~21) Warehousing.

(~~21~~22) Self-storage facility.

Part 5: Effective Date.

This Ordinance shall take effect upon adoption by the Town Meeting.

APPENDIX 3

An Ordinance to Amend Chapters 145 (Land Use) of the Code of the Town of Wells to Revise the Definition of "Recreation, Low Intensity Commercial" to Add Indoor Target Shooting as an Accessory Use to Outdoor Target Shooting Ranges

NOTE: Proposed additions to existing Code sections are underlined.
Proposed deletions of existing Code sections are ~~crossed-out~~.
Other sections of the Ordinance are unchanged.

The Town of Wells hereby ordains and enacts "An Ordinance to Amend Chapters 145 (Land Use) of the Code of the Town of Wells to Revise the Definition of "Recreation, Low Intensity Commercial" to Add Indoor Target Shooting as an Accessory Use to Outdoor Target Shooting Ranges" to read as follows:

Part 1: Section 145-10, entitled "Definitions" is hereby amended as follows:

RECREATION, LOW-INTENSITY COMMERCIAL -- A business which provides a low-intensity, customarily nonspectator, outdoor recreational activity, including but not limited to golfing, cross country skiing, hunting, paintballing, horseback riding and canoeing, kayaking and other recreational uses requiring access to the water. This use shall not include any recreation activity which requires the use of motors or engines for the operation of recreational equipment or for participation in the activity and shall not result in more than 5% of the area on which the recreational activity occurs being unvegetated. Horseback riding and equestrian activities may include an indoor riding facility as an accessory use to the outdoor activity. Target shooting activities may include an indoor, sound diminishing facility, as an accessory use to the outdoor activity.

Part 2: Effective Date.

This Ordinance shall take effect upon adoption by the Town Meeting.

APPENDIX 4

Draft Description of Volunteer Coordinator Role

Anticipated Time Commitment:	15 to 20 hours/week for engagement period		
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Purpose and Statement of Accountabilities:

Assists in the development of a cohesive, municipal volunteer program for the Town of Wells, and fosters an ongoing, sustainable volunteer program for the Town that effectively leverages Town staffing resources. Accountable for partnering with Department Heads to recruit, coordinate, train, recognize and retain a qualified, engaged, motivated volunteer base of municipal citizen volunteers for all Boards, Commissions, Committees of the Town of Wells and general volunteer positions for the Town.

Confidentiality:

Individual in this position has regular access to a wide variety of confidential information, including official volunteer applications and volunteer background checks and performance management records.

Key Performance Accountabilities:

The accountabilities listed below are intended as illustrations of the various types of key performance accountabilities that are required. Other similar, related or logically associated functions or accountabilities may apply as a part of this role, though not specifically listed below.

- Establishes a standardized recruitment protocol for prospective volunteers, from initial volunteer assessment and job descriptions, to volunteer application, screening, interview protocol, timely communication, follow-up and onboarding of new volunteers, in conjunction with Department Heads.
- Conducts volunteer needs assessments and assists in the development of volunteer position descriptions and responsibilities for the different volunteer positions within the Town of Wells. Works with Department Heads to periodically review and update job descriptions, job requirements and training opportunities to enhance job performance.
- Develops and maintains an efficient, sustainable electronic database of volunteers.
- Develops, implements and maintains a Volunteer Handbook outlining key aspects of volunteer program, including but not limited to recruiting and selection, screening, conduct and performance expectations, orientation, and policy communication.
- Develops and implements, through consultation with Department Heads, Town Manager, and Selectmen, formal and informal recognition events or initiatives for volunteers.
- Maintains appropriate volunteer records, from initial application and references through performance and, where applicable, exit of volunteer role.
- Facilitates and coordinates interviews of prospective volunteers as needed and directed and in consultation with Dept Heads, Town Manager and Selectmen.

- Conducts exit interviews with departing volunteers and follows up appropriately.
- Seeks out and develops new, innovative, effective sources for attracting, recruiting, engaging and training volunteers. Helps develop a pipeline of volunteers.
- Communicates extensively with Department Heads that staff volunteer boards and committees and/or otherwise engage volunteers, so as to effectively understand duties, training requirements and skills needed to volunteer in a particular role.
- Facilitates and conducts new volunteer orientations, in conjunction with Department Heads.
- Makes presentations externally to civic groups and/or to individuals, to promote and foster volunteering with the Town of Wells. Appropriately shares information internally and maintains effective flow of information and communication with all internal constituents.
- Assists in the development and implementation of volunteer training and educational programs for volunteers, and maintains appropriate, associated recordkeeping.
- Networks effectively with local and state volunteer management organizations and programs in order to work collaboratively, develop and share effective sources and best practices.

Anticipated Qualifications:

Education and Experience: Demonstrated experience with successfully recruiting, coordinating and managing volunteers; supervisory experience; broad education consistent with college degree and/or equivalent combination of education, training and experience to enable the individual to successfully carry out key accountabilities and functions established for this position.

Anticipated Required Knowledge, Skills and Abilities:

Knowledge: Understanding of the community, plus some knowledge of volunteer recruitment and retention techniques and principles relating to recruitment and management of volunteers.

Abilities: Requires ability to successfully work with Dept Heads to assess and understand volunteer needs; computer proficiency including database application; ability to carry out work accountabilities independently during times that may extend beyond daytime hours into evening hours. Ability to maintain confidentiality. Ability to appropriately interpret Town ordinances, state and federal statutes as they pertain to volunteer resources.

Skill: Excellent verbal and written communication skills; ability to deal tactfully with all internal and external contacts including all Dept Heads, Town Manager, HR Director, Personnel Advisory Board, Selectmen, and with prospective volunteers, community groups and other external contacts. Effective interpersonal skills with demonstrated respect and appreciation for individuals without regard to background or personal characteristics.

APPENDIX 5

TITLE: School Resource Officer

LOCATION OF WORK: Wells High School, Wells Junior High School, Wells Elementary School and other locations as needed.

QUALIFICATIONS: Mandatory: Recommended:

Full time Wells Police Officer (MCJA Certified) Specialized training in juvenile law, investigations, sexual abuse, substance abuse, community policing, civil rights, school safety

REPORTS TO: School Administration / Wells Police Department Chain of Command

JOB GOALS:

*Note: While working in a non-School Resource Officer function, officer reports to established chain of command.

1. To preserve and protect school occupants and school property.
2. To aid in establishing and maintaining a safe school environment and a school where the opportunity for excellence in teaching and learning may occur at the highest degree.
3. To serve as a resource in the school environment to counsel, refer, instruct, and otherwise provide the schools with a community policing presence and a deterrent to acts of violence.

PERFORMANCE RESPONSIBILITIES:

1. Assist the administration in carrying out the rules and regulations of the school(s). Report student infractions to the principal or their designee.
2. Monitor parking lots and adjacent areas.
3. Be visible at the school(s) and on school grounds.
4. Assist the school administration when dealing with private organizations and public agencies concerned with juveniles.
5. Consult with the principals and business office in establishing routines for regularly checking school facilities and grounds during times when the facilities are not in use.
6. Consult with the principals and business office on methods of increasing security in and about the premises of the school and on the school busses.
7. Advise and assist school staff on issues of civil rights and Maine and federal criminal statutes in general.
8. Serve as a resource to the principal and department heads to address, upon request, student and/or parent and staff groups, topics related to law enforcement.
9. Serve as the truant officer.
10. Perform other duties as assigned by the school administrator with the prior approval of the Chief of Police.
11. Perform other duties as required by the Chief of Police with approval of the school administration.
12. Follows all Wells Police Department's rules/regulations, policies and procedures.

* Note: The above is a general description of the position. It is not intended to include all the details that are normally or customarily performed in the particular job.

LENGTH OF WORK YEAR: One hundred seventy seven (177) days when school is in session, plus seven (7) other days as required during the school year. School events when required as extra duty when approved by the Chief of Police or his designee. The School Resource Officer will not be present during sick time, vacation time, or training hours. The Officer will notify the respective administrators of anticipated time off and in the case of sick time, will follow whatever procedure the school has for notification.

OFF SEASON: The School Resource Officer will serve at the pleasure of the Chief of Police for duty assignment outside the School Resource Officer position.

Work Hours during School Resource Officer Shift: 7:00a.m. to 3:00p.m. or
8:00 a.m. to 4:00 p.m.

Work hours depends on which school SRO is working in and is subject to change with the agreement of the Chief of Police and school administration.

*Note: Due to the small size of the Wells Police Department, in a major incident, the School Resource Officer may be called out of the school setting to back up other officers, or otherwise assist the police department. This will also be true in cases of a department-wide mobilization for an anticipated or actual event, such as a hurricane or disaster. In these cases, every attempt will be made to make the school(s) aware of a change.

WAGES AND BENEFITS: Per Wells Police contract

EVALUATION: An evaluation will be conducted by the school department and combined with a standard Wells Police Department evaluation, each weighted at 50%.

DISCIPLINE: Formal disciplinary action will be pursuant to the Wells Police Department contract. However, the Superintendent of Schools may order the officer removed from the school setting pending a disciplinary referral to the police department chain of command.

REVIEW: The Chief of Police will meet with the Superintendent of Schools and school administration two (2) times during the current school year to formally review the position and recommend any needed changes.

To perform successfully in this position, an individual must perform each duty and responsibility satisfactorily. The requirements are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I have read and understand the terms and conditions of this position.

Employee's Signature:

Date:___

Approved by the Wells-Ogunquit C.S.D. School Committee: 11/03/99

Revised by the Wells-Ogunquit C.S.D. School Committee: 04/09/13

APPENDIX 6

Executive Summary: The Board of Selectmen created the Wells Municipal Facility Planning Advisory Committee (WMFPAC) in the fall of 2012. WMFPAC was charged with developing a Site Location Plan for future relocation of municipal facilities of the following:

- Fire Substations at High Pine and the Branch (9A) have reached their functional life use and need to be replaced

Recommendations: Pertaining to the Substations, the Committee following a lengthy parcel option investigation and discussion recommends:

- Consolidate the High Pine and Branch Fire Stations into one modern station on a 14 acre parcel at the corner of Route 109 and Meetinghouse at a land cost of \$125,000 owned by the Morse Family Map 55 Lot 13. The owner requested for the Town to swap land of equal value. The Board of Selectmen has taken land options on two parcels that are acceptable to the Morse Family and they have signed an agreement to swap their land for these two parcels (Map 63, Lot 24 and Map 53 Lot 12-1). If the Town Meeting Article is approved, the two land parcels will be purchased by the Town and swapped for the Morse Family parcel.

Land Swap	Location	Purchase Price	Acres
Morse Family M55/L13	Route 109 & Meeting House Road	\$125,000	14 –Vacant Lot
Ocean View Cemetery M63/L24	Branch Road	\$85,000	11.315 –Vacant Lot
Joan Plante M53/L12-1	Bald Hill Road	\$40,000	2.3- Vacant Lot

Land Swap Project Future Site for the Consolidation of Fire Substations

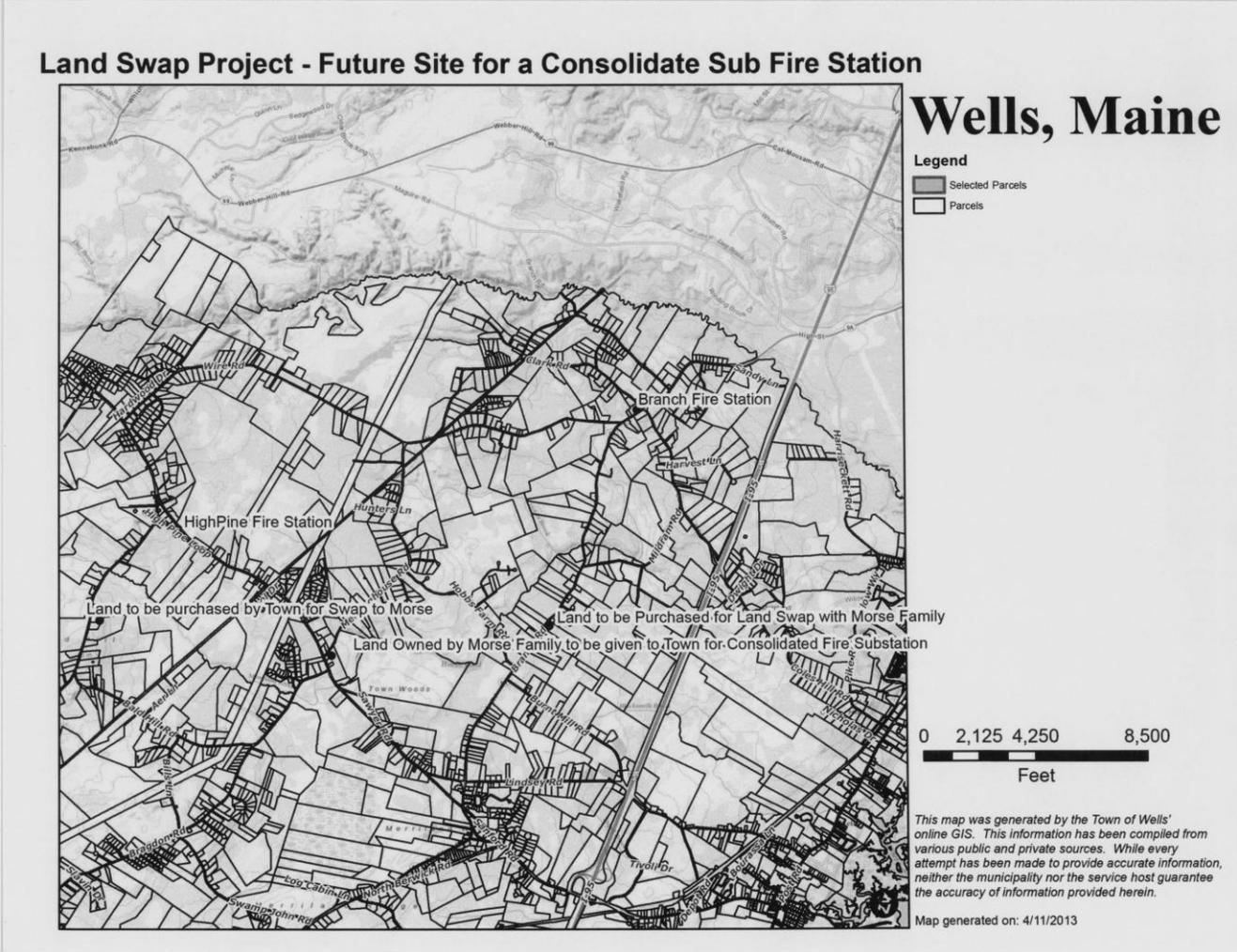


TABLE 1
FY 2014 MUNICIPAL REVENUE PROJECTIONS

<u>DESCRIPTION</u>	<u>FY 13</u> <u>BUDGET</u>	<u>FY 14</u> <u>PROJ BUDGET</u>	<u>CHANGE</u>
Town Clerk Fees-Lodging	26,000.00	26,000.00	0.00
Town Clerk Fees-Other-(Marriage lic, etc)	23,000.00	23,000.00	0.00
Town Clerk Fees-H&F Agent	2,400.00	2,400.00	0.00
Liquor Licenses	1,900.00	1,900.00	0.00
Boat Excise Taxes	10,000.00	10,000.00	0.00
RV Registration	35,000.00	35,000.00	0.00
Background Checks	600.00	600.00	0.00
Legal Ads	3,300.00	3,300.00	0.00
Vitals State	1,000.00	1,342.00	342.00
Kennels	280.00	280.00	0.00
Sportsmen Licenses, etc	30,000.00	30,000.00	0.00
Dog- M/F	7,800.00	7,800.00	0.00
Total Town Clerk	141,280.00	141,622.00	342.00
Auto Excise Tax	1,830,000.00	1,840,000.00	10,000.00
Interest & Penalties	90,000.00	100,000.00	10,000.00
Auto Registrations	32,000.00	33,000.00	1,000.00
Interest Earned	50,000.00	50,000.00	0.00
Cable TV Fees	140,000.00	145,000.00	5,000.00
Chick A Dee Fund	500.00	400.00	-100.00
Admin Misc	6,000.00	6,000.00	0.00
State- Mun Rev Sharing	300,000.00	300,000.00	0.00
Snowmobile	1,500.00	1,800.00	300.00
Tree Growth	30,000.00	40,000.00	10,000.00
Homestead	0.00	100,000.00	100,000.00
Veteran Reimbursement	9,000.00	9,000.00	0.00
BETE reimbursement	0.00	30,000.00	30,000.00
General Assistance	0.00	20,000.00	20,000.00
Rachel Carson	0.00	4,000.00	4,000.00
State Park	0.00	1,000.00	1,000.00
Sub Total- Gen Office	2,489,000.00	2,680,200.00	166,200.00
Appeals Board	1,000.00	1,000.00	0.00
Plumbing permits	10,000.00	10,000.00	0.00
Building permits	100,000.00	100,000.00	0.00

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Street Openings	500.00	500.00	0.00
Code Enforcement Fines	3,500.00	3,500.00	0.00
Base Fee	25,000.00	25,000.00	0.00
Re- Inspections	500.00	500.00	0.00
ZBA Legal	1,000.00	1,000.00	0.00
ZBA Postage	500.00	500.00	0.00
Flood	5,000.00	5,000.00	0.00
Plumb Surcharge	2,000.00	2,000.00	0.00
Miscellaneous	3,000.00	3,000.00	0.00
Sub Total Code	152,000.00	152,000.00	0.00
Planning Board	8,500.00	10,500.00	2,000.00
Staff Review Fees	3,500.00	3,000.00	-500.00
Sub Total Planning	12,000.00	13,500.00	1,500.00
Gun Permits	1,000.00	1,000.00	0.00
Accident Reports	1,500.00	1,500.00	0.00
Police Fines	3,500.00	3,500.00	0.00
Police Alarms	2,500.00	2,500.00	0.00
Outside detail			0.00
Misc	2,000.00	2,000.00	0.00
Sub Total Police	10,500.00	10,500.00	0.00
Harbor Revenue			
Restaurant Lease	40,000.00	40,000.00	0.00
Marina Lease	4,000.00	4,500.00	500.00
Pub hoist	2,600.00	300.00	-2,300.00
Bait Locker	0.00	3,000.00	3,000.00
Pumpout Fees	500.00	500.00	0.00
Sub Total Harbor	47,100.00	48,300.00	1,200.00
Library	9,000.00	9,000.00	0.00
Enterprise Fund - Transfer Station	338,000.00	0.00	-338,000.00
Enterprise Fund - Recreation Programs	248,000.00	0.00	-248,000.00
Sub Total - Enterprise Funds	586,000.00	0.00	-586,000.00
Totals	3,446,880.00	3,055,122.00	-416,758.00

**TABLE 2
FY 2014 PASS THROUGH ACCOUNTS**

<u>PURPOSE</u>	<u>RECEIPT</u>	<u>AMOUNT</u>
STATE LICENSES	TOWN CLERK	12,000.00
OUTSIDE VENDORS	POLICE DETAIL	98,000.00
APPLICANT COSTS/ LEGAL ADS& POSTAGE	ZBA/PLANNING	2,500.00
STATE AUTO REGISTRATIONS	GENERAL OFFICE	740,000.00
TOTAL		852,500.00

<u>PURPOSE</u>	<u>PAYMENT TO</u>	<u>AMOUNT</u>
STATE LICENSES	STATE	12,000.00
OUTSIDE VENDORS	POLICE DETAIL	98,000.00
APPLICANT COSTS/ LEGAL ADS& POSTAGE	NEWSPAPERS/USPS	2,500.00
STATE AUTO REGISTRATIONS	STATE	740,000.00
TOTAL		852,500.00

**TABLE 3
FY 2014 SALARIES & WAGES**

<u>POSITION TITLE</u>	<u>FY 13 CURRENT</u>	<u>FY 14 PROPOSED</u>	
TOWN MANAGER			
TOWN MANAGER	104,000.00	104,000.00	
ADMINISTRATIVE ASSISTANT	41,260.00	41,260.00	
RECORDING SECRETARY	5,892.00	6,008.00	
OVERTIME	2,000.00	2,000.00	
TOTAL TOWN MANAGER	153,152.00	153,268.00	
ADMINISTRATION			
TREASURER	65,629.00	55,000.00	
DEPUTY TREASURER	45,614.00	46,072.00	
ACCOUNTANT	45,427.00	40,893.00	
DEP. TAX COLLECTOR	38,293.00	40,394.00	
ASST. TAX COLLECTOR	30,430.00	32,094.00	
ASST. TAX COLLECTOR	30,430.00	32,094.00	
ASST. TAX COLLECTOR	30,430.00	16,047.00	
OVERTIME	2,000.00	2,000.00	
TOTAL ADMINISTRATION	288,253.00	264,594.00	
TOWN CLERK			
TOWN CLERK	54,673.00	0.00	Note A
DEPUTY TOWN CLERK	34,091.00	34,445.00	
DEPUTY CLERK/VOTER REGISTRAR	29,418.00	29,707.00	
PART TIME WORKER	28,148.00	29,687.00	
ELECTION WORKERS	14,644.00	14,644.00	
OVERTIME	2,000.00	2,000.00	
TOTAL TOWN CLERK	162,974.00	110,483.00	
HUMAN RESOURCES			
HUMAN RESOURCES DIRECTOR	54,809.00	54,809.00	
TOTAL HUMAN RESOURCES	54,809.00	54,809.00	
TOWN HALL			
FACILITIES MANAGER	0.00	0.00	
TOTAL TOWN HALL	0.00	0.00	

<u>POSITION TITLE</u>	<u>FY 13</u>	<u>FY 14</u>
ASSESSOR		
ASSESSOR	63,778.00	63,778.00
ASSISTANT ASSESSOR	39,978.00	40,378.00
ASSESSOR'S CLERK	31,221.00	31,533.00
ASSESSOR'S CLERK - PART TIME	18,258.00	19,257.00
TOTAL ASSESSOR'S OFFICE	153,235.00	154,946.00
PLANNING/TOWN ENGINEER		
PLANNER/TOWN ENGINEER	60,649.00	60,649.00
PLANNING ASSISTANT	38,293.00	40,394.00
TOTAL PLANNING/TOWN ENGINEER	98,942.00	101,043.00
CODE ENFORCEMENT		
CODE ENFORCEMENT OFFICER	64,093.00	64,093.00
ASSISTANT CEO	53,310.00	53,851.00
ASSISTANT CEO	44,262.00	44,699.00
ASSISTANT CEO	39,645.00	40,041.00
SECRETARY	32,614.00	32,926.00
SECRETARY	31,221.00	32,885.00
OVERTIME	1,500.00	1,500.00
TOTAL CODE ENFORCEMENT	266,645.00	269,995.00
POLICE		
POLICE CHIEF	89,437.00	89,437.00
POLICE LIEUTENANT	69,302.00	69,302.00
POLICE LIEUTENANT	74,820.00	74,820.00
SECRETARY	41,704.00	42,121.00
SECRETARY/CLERK	30,430.00	32,094.00
SUBTOTAL - ADMINISTRATION	305,693.00	307,774.00
POLICE OFFICER	51,339.00	51,339.00
POLICE OFFICER	53,820.00	53,820.00
POLICE OFFICER	55,994.00	55,994.00
POLICE OFFICER	41,729.00	41,729.00
POLICE OFFICER	57,998.00	57,998.00
POLICE OFFICER	50,227.00	50,227.00
POLICE OFFICER	51,114.00	51,114.00
POLICE OFFICER	49,691.00	49,691.00
POLICE OFFICER	51,116.00	51,116.00
POLICE OFFICER	48,220.00	48,220.00
POLICE OFFICER	47,290.00	47,290.00

<u>POSITION TITLE</u>	<u>FY 13</u>	<u>FY 14</u>
POLICE OFFICER	51,680.00	51,680.00
POLICE OFFICER	51,115.00	51,115.00
POLICE OFFICER - CORPORAL	57,637.00	57,637.00
POLICE OFFICER - CORPORAL	64,322.00	64,322.00
POLICE OFFICER - SERGEANT	65,917.00	65,917.00
POLICE OFFICER - SERGEANT	64,688.00	64,688.00
POLICE OFFICER - SERGEANT	62,408.00	62,408.00
POLICE OFFICER - SERGEANT	62,669.00	62,669.00
POLICE OFFICER - SERGEANT	61,150.00	61,150.00
CONTRACT LONGEVITY, STEP RAISES		45,713.00
HOLIDAYS	87,348.00	87,348.00
SUBTOTAL - POLICE OFFICER/SERGEANTS/CORPORAL	1,187,472.00	1,233,185.00
RESERVE - SEASONAL	117,426.00	119,775.00
OVERTIME	103,000.00	119,750.00
COURT PAY	6,750.00	0.00
MANDATORY SAFETY TRAINING	10,000.00	0.00
TOTAL POLICE	1,730,341.00	1,780,484.00
 ANIMAL CONTROL		
ANIMAL CONTROL OFFICER	38,293.00	40,394.00
ANIMAL CONTROL - CALL OUT	3,090.00	3,090.00
TOTAL ANIMAL CONTROL	41,383.00	43,484.00
 DISPATCH		
DISPATCHER	45,180.00	45,180.00
DISPATCHER	52,426.00	52,426.00
DISPATCHER	43,014.00	43,014.00
DISPATCHER	52,426.00	52,426.00
DISPATCHER	40,408.00	40,408.00
HOLIDAYS	16,465.00	16,465.00
SUB TOTALS - DISPATCHERS	249,919.00	249,919.00
PART-TIME	20,415.00	21,239.00
OVERTIME	34,103.00	40,592.00
MANDATORY SAFETY TRAINING	2,311.00	0.00
TOTAL DISPATCH	306,748.00	311,750.00
 FIRE		
FIRE CHIEF	82,839.00	82,839.00
SECRETARY	36,587.00	36,953.00
SUB TOTAL ADMINISTRATION	119,426.00	119,792.00

<u>POSITION TITLE</u>	<u>FY 13</u>	<u>FY 14</u>	
FIREFIGHTER/CAPTAIN	52,982.00	60,008.00	
FIREFIGHTER/CAPTAIN	53,529.00	60,525.00	
FIREFIGHTER/CAPTAIN	53,008.00	60,265.00	
FIREFIGHTER	45,050.00	52,725.00	
FIREFIGHTER	52,489.00	53,765.00	
FIREFIGHTER	52,489.00	53,505.00	
FIREFIGHTER	42,817.00	45,947.00	
FIREFIGHTER	51,449.00	52,465.00	
FIREFIGHTER	38,840.00	44,983.00	
SUB TOTAL REGULAR SALARIES	442,653.00	484,188.00	
RESERVE/SEASONAL	19,080.00	20,740.00	
OVERTIME	153,326.00	173,988.00	
FIRE CALL	80,000.00	80,000.00	
TOTAL FIRE	814,485.00	878,708.00	
EMERGENCY MANAGEMENT			
PART-TIME	2,000.00	2,000.00	
HIGHWAY			
ROAD COMMISSIONER	82,609.00	82,609.00	
CREW CHIEF	44,470.00	44,915.00	
MECHANIC	42,557.00	42,983.00	
EQUIPMENT OPERATOR	43,701.00	44,138.00	
EQUIPMENT OPERATOR	40,705.00	41,112.00	
EQUIPMENT OPERATOR	40,082.00	40,483.00	
EQUIPMENT OPERATOR	39,874.00	40,273.00	
EQUIPMENT OPERATOR	39,874.00	40,273.00	
EQUIPMENT OPERATOR	34,986.00	35,336.00	
EQUIPMENT OPERATOR	32,552.00	32,878.00	
EQUIPMENT OPERATOR	23,296.00	23,529.00	
SUBTOTAL REGULAR WAGES	464,706.00	468,529.00	
RESERVE/SEASONAL	11,740.00	11,740.00	
TRANSFER STATION EMPLOYEE	39,541.00	0.00	Note B
TRANSFER STATION EMPLOYEE	40,165.00	0.00	Note B
TRANSFER STATION EMPLOYEE	32,531.00	0.00	Note B
OVERTIME	37,486.00	35,841.00	
TOTAL HIGHWAY	626,169.00	516,110.00	

<u>POSITION TITLE</u>	<u>FY 13</u>	<u>FY 14</u>
TRAIN STATION		
TRAIN STATION COORDINATOR - 24 HRS	0.00	0.00
HARBOR		
HARBOR MASTER	45,445.00	45,445.00
DEPUTY HARBOR MASTER PART TIME	10,000.00	15,500.00
TOTAL HARBOR	55,445.00	60,945.00
RECREATION		
RECREATION DIRECTOR	60,483.00	60,483.00
ASSISTANT REC. DIRECTOR	37,758.00	37,758.00
SECRETARY	35,105.00	35,105.00
SEASONAL	101,420.00	7,000.00
PROGRAM/ACTIVITIES COORDINATOR	32,625.00	32,625.00
MAINTENANCE GROUNDSKEEPER	32,100.00	32,100.00
TOTAL RECREATION	299,491.00	205,071.00
LIBRARY		
LIBRARY DIRECTOR	54,600.00	54,600.00
ASST. DIRECTOR	38,128.00	38,128.00
CIRCULATION COORDINATOR	30,015.00	30,015.00
REFERENCE LIBRARY AIDE	32,217.00	32,217.00
LIBRARY AIDE	22,312.00	22,312.00
LIBRARY AIDE	24,469.00	24,469.00
LIBRARY ADMINISTRATIVE ASSISTANT	19,802.00	19,802.00
LIBRARY MAINTENANCE	12,942.00	12,942.00
LIBRARY ASSISTANT	9,293.00	9,293.00
LIBRARY ASSISTANT	5,543.00	5,543.00
SEASONAL	4,940.00	4,940.00
TOTAL LIBRARY	254,261.00	254,261.00
LIFEGUARDS	120,410.00	120,410.00
CLAM COMMISSION		
PART-TIME	1,332.00	0.00
GENERAL GOVERNMENT		
SELECTMEN	5,000.00	5,000.00
FACILITIES MANAGER	43,389.00	43,823.00
TRAIN STATION	11,856.00	11,856.00

Note C

<u>POSITION TITLE</u>	<u>FY 13</u>	<u>FY 14</u>
TOTAL GENERAL GOVERNMENT	60,245.00	60,679.00
WAGE AND SALARY ADJUSTMENT	71,133.00	125,000.00
GRAND TOTAL	5,561,453.00	5,468,040.00

Note A

Town Clerk Position is an elected position. Salary is determined by separate warrant article.

Note B

The Selectmen under the authority of the Town Charter created a Transfer Station Enterprise Fund for FY 14. An Enterprise Fund is self-supporting, that is, Revenues cover all Operating Expenses. For the first year of operations an initial start-up deposit is budgeted. The Revenue for the Transfer Station Enterprise will be from all Transfer Station transactions. The Expenses will be to maintain the Transfer Station, and it's operations. The salaries for the Transfer Station have been moved to the new Transfer Station Enterprise Fund.

Note C

The Selectmen under the authority of the Town Charter created a Recreation Program Enterprise Fund for FY 14. The Season Operation Expenses for Recreation Programs have been moved to that Enterprise Fund. The Revenue for the Recreation Program Enterprise will be from enrollment in Recreation Programs. The Expenses will be to run the advertised Recreation Programs. The salaries for Recreation Program Seasonal Staff have been moved to the new Recreation Program Enterprise Fund.

**TABLE 4
OPERATING EXPENSES AND BUDGET SUMMARY**

<u>OPERATIONS</u>	<u>FY 13</u>	<u>FY 14</u>	<u>CHANGE</u>	<u>FUNDED BY TAXES</u>
<i>BOARDS & COMMITTEES</i>				
CONSERVATION BOARD	3,140.00	3,140.00	0.00	3,140.00
CLAM COMMISSION	5,300.00	0.00	-5,300.00	0.00
TOTAL BOARDS	8,440.00	3,140.00	-5,300.00	3,140.00
<i>BEACH AND HARBOR</i>				
LIFE GUARDS	13,000.00	14,500.00	1,500.00	14,500.00
HARBOR MASTER	24,326.00	27,876.00	3,550.00	27,876.00
GAZEBO	850.00	0.00	-850.00	0.00
TOTAL BEACH AND HARBOR	38,176.00	42,376.00	4,200.00	42,376.00
<i>DEBT SERVICE</i>				
BOND REPAYMENT	679,831.00	669,516.00	-10,315.00	669,516.00
<i>GENERAL GOVERNMENT</i>				
TOWN CLERK	103,350.00	105,722.00	2,372.00	105,722.00
ADMINISTRATION	61,000.00	62,400.00	1,400.00	62,400.00
ASSESSOR	16,000.00	16,000.00	0.00	16,000.00
SURVEY & APPRAISAL	5,000.00	0.00	-5,000.00	0.00
TOWN MANAGER	124,088.00	124,088.00	0.00	124,088.00
SELECTMEN	5,000.00	0.00	-5,000.00	0.00
TOWN HALL-GENERAL GOV BUILD	62,050.00	311,700.00	249,650.00	311,700.00
OLD POST OFFICE	7,200.00	0.00	-7,200.00	0.00
PLANNING	15,956.00	20,956.00	5,000.00	20,956.00
CODE/ZBA	16,300.00	17,400.00	1,100.00	17,400.00
HYDRANT RENTALS	132,000.00	0.00	-132,000.00	0.00
STREET LIGHTS	105,000.00	0.00	-105,000.00	0.00
IT INFRASTRUCTURE	152,340.00	160,285.00	7,945.00	160,285.00
INFORMATION CTR	0.00	39,798.00	39,798.00	39,798.00
BENEFITS & INSURANCE	1,861,469.00	1,634,426.00	-227,043.00	1,634,426.00
PROPERTY & LIABILITY	294,190.00	349,000.00	54,810.00	349,000.00
HR	26,725.00	36,100.00	9,375.00	36,100.00
TOTAL GENERAL GOVERNMENT	2,987,668.00	2,877,875.00	-109,793.00	2,877,875.00

<u>OPERATIONS</u>	<u>FY 13</u>	<u>FY 14</u>	<u>CHANGE</u>	<u>FUNDED BY TAXES</u>	
POLICE	398,525.00	398,525.00	0.00	398,525.00	
FIRE	257,310.00	266,216.00	8,906.00	266,216.00	
DISPATCH	91,829.00	101,354.00	9,525.00	101,354.00	
EMA	14,010.00	14,010.00	0.00	14,010.00	
ANIMAL CONTROL	14,455.00	14,503.00	48.00	14,503.00	
WEMS	224,000.00	220,000.00	-4,000.00	220,000.00	
TOTAL PUBLIC SAFETY	1,000,129.00	1,014,608.00	14,479.00	1,014,608.00	
<i>PUBLIC WORKS</i>					
HIGHWAY	418,750.00	460,000.00	41,250.00	460,000.00	
GARAGE	19,000.00	29,600.00	10,600.00	29,600.00	
TRANSFER STATION	317,100.00	100,000.00	-217,100.00	100,000.00	Note A
TOTAL PUBLIC WORKS	754,850.00	589,600.00	-165,250.00	589,600.00	
<i>EDUCATION & LEISURE</i>					
RECREATION	199,650.00	74,150.00	-125,500.00	74,150.00	Note B
LIBRARY	102,150.00	104,730.00	2,580.00	104,730.00	
WAC	23,076.00	23,076.00	0.00	23,076.00	
TOTAL EDUCATION & LEISURE	324,876.00	201,956.00	-122,920.00	201,956.00	
<i>SOCIAL SERVICES</i>					
GRANTS	97,606.00	112,615.00	15,009.00	112,615.00	Note C
TOTAL SOCIAL SERVICES	97,606.00	112,615.00	15,009.00	112,615.00	
GRAND TOTAL	5,891,576.00	5,511,686.00	-379,890.00	5,511,686.00	

Note A

The Selectmen under the authority of the Town Charter created a Transfer Station Enterprise Fund for FY 14. An Enterprise Fund is self supporting, that is, Revenues cover all Operating Expenses. For the first year of operations an initial start-up deposit is budgeted. The Revenue for the Transfer Station Enterprise will be from all Transfer Station transactions. The Expenses will be to maintain the Transfer Station, and it's operations. The salaries for the Transfer Station have been moved to the new Transfer Station Enterprise Fund.

Note B

The Selectmen under the authority of the Town Charter created a Recreation Program Enterprise Fund for FY 14. The Season Operation Expenses for Recreation Programs have been moved to that Enterprise Fund. The Revenue for the Recreation Program Enterprise will be from enrollment in Recreation Programs. The Expenses will be to run the advertised Recreation Programs. The salaries for Recreation Program Seasonal Staff have been moved to the new Recreation Program Enterprise Fund.

Note C

The Wells Budget Committee did not agree with the funding amount from the Board of Selectmen to the Wells Historical Society in the amount of \$15,000 and voted to support a \$10,000 contribution, resulting in the \$5,000 difference reflected in Article 6, Operations.

**TABLE 5
CIP FUNDING PROGRAM**

					Proposed From			
	EXISTING	Balance	CIP FY 14	CIP FY 14		Undistributed		
	FUND	@ 3/13	Proposed	Approp	Taxes	Budget	Reserves	Revenue
<u>Buildings and Building Improvements</u>								
Fire- Refinsh Floors at Corner Station	0734	34,199.00	20,000.00	20,000.00		20,000.00		
Harbor Master - Pier Re-decking	0012	278,468.00		25,000.00				
Library - Renovation/Expansion	0851	1,098.00	16,000.00	16,000.00	16,000.00			
Park Rec - Irrigation for Fields	0500	48,356.00	24,000.00	36,000.00		24,000.00		
Town Wide - Gateway Irrigation	0727	26,029.00	25,000.00	25,000.00			25,000.00	
Town Wide - Beautification	0727	26,029.00	5,000.00	5,000.00	5,000.00			
Sub Total- Building Improvements			90,000.00	127,000.00	21,000.00	44,000.00	25,000.00	0.00
<u>Conservation</u>								
Conservation - Open Space- Land	0705	406,770.00	100,000.00			100,000.00		
Sub Total- Conservation			100,000.00	0.00	0.00	100,000.00	0.00	0.00
<u>Vehicles</u>								
Fire- Truck reserve	0703	530,309.00	250,000.00			250,000.00		
Highway- Replace 1995 Wheeler	0701	45,539.00	185,000.00	185,000.00		185,000.00		
Park Rec- Dump Truck	0527	27,500.00	6,000.00			6,000.00		
Park Rec- Mower	0527	27,500.00	5,500.00			5,500.00		
Park Rec - Tractor	0527	27,500.00	3,500.00			3,500.00		
Town Clerk - Trailer for Voting Machines	0827	111,930.00	10,000.00	10,000.00	10,000.00			
WEMS - Ambulance	0715	12,153.00	60,000.00			60,000.00		
Sub Total- Vehicles			520,000.00	195,000.00	10,000.00	510,000.00	0.00	0.00
<u>Technology Plan</u>								
Tech Committee	0830	117,507.00	41,682.00	41,682.00	41,682.00			
Workstation Refresh	0740	51,125.00	37,200.00	37,200.00	37,200.00			
IT - New Website and OCR Document	0741	58,316.00	30,000.00	30,000.00			30,000.00	

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IT- Server Room at PD	0741	58,316.00	25,000.00	25,000.00	25,000.00			
Fire Dept - Mobile Lap Top Computers	0734	34,199.00	10,000.00	10,000.00	10,000.00			
PD- 2 Toughbooks	0742	10,405.00	10,000.00	10,000.00		10,000.00		
Sub Total- Technology Plan			153,882.00	153,882.00	113,882.00	10,000.00	30,000.00	0.00
Infrastructure								
Paving/Culverts& Bridges	0723	1,012,094.00	1,000,000.00	1,000,000.00	270,000.00	500,000.00		230,000.00
Harbor Dredge	0805	243,499.00	50,000.00			50,000.00		
Coles Hill Bridge	0708	427,573.00	50,000.00			50,000.00		
Harbor Park Upgrade	0915	225.00	5,000.00			5,000.00		
Park Rec- Paving at Head Quarters	0500	48,356.00	12,500.00	22,393.00		12,500.00		
Sub Total- Infrastrucure			1,117,500.00	1,022,393.00	270,000.00	617,500.00	0.00	230,000.00
Equipment								
Fire Dept- Thermal Imaging Camera	0734	34,199.00	5,000.00			5,000.00		
Fire Dept- Radio Cross Bander	0734	34,199.00	5,000.00	5,000.00		5,000.00		
Fire Dept - Personal Watercraft for Lifeguards	0734	34,199.00	20,000.00	20,000.00		20,000.00		
Fire Dept - Portable Light Trailer Unit	0734	34,199.00	10,000.00	10,000.00		10,000.00		
Fire Dept - Portable Radio Repeaters	0734	34,199.00	20,000.00	20,000.00		20,000.00		
Harbor Master - Mooring Tender/Dredge Barge	0012	278,468.00		7,000.00				
Harbor Master - Boat Motor	0012	278,468.00		12,000.00				
Town Wide - Pedestrian Walk Lights	0739	16,389.00		12,000.00				
WEMS- EKG/Defib	0735	2,953.00	15,000.00			15,000.00		
Sub Total- Equipment			75,000.00	86,000.00	0.00	75,000.00	0.00	0.00
Other								
Assessor Revaluation	0744	150,000.00	45,000.00	195,000.00		45,000.00		
Beach - Handicap Entrance	0900	-137,095.00		25,000.00				
Fire- Dry Hydrants	0922	4,831.00	2,000.00			2,000.00		
Town Wide - Comprehensive Plan	0739	16,389.00		20,000.00				
Sub Total - Other			47,000.00	240,000.00	0.00	47,000.00	0.00	0.00
Grand Total			2,103,382.00	1,824,275.00	414,882.00	1,403,500.00	55,000.00	230,000.00

**TABLE 6
FY 2014 ENTERPRISE FUNDS**

	FY 14 PROJECTION	
BEACH OPERATIONS ENTERPRISE		
BEACH REVENUE	422,000.00	Note A
BEACH SALARIES	54,500.00	
BEACH OPERATIONS	92,659.00	
BEACH CIP FUNDING	25,000.00	
 RECREATION PROGRAM ENTERPRISE		
PROGRAM REVENUE	248,000.00	Note C
PROGRAM SALARIES	94,420.00	
PROGRAM OPERATIONS	139,000.00	
 TRANSFER STATION ENTERPRISE		
TRANSFER REVENUE	331,500.00	
TRANSFER START-UP *	100,000.00	Note B
TRANSFER SALARIES	114,237.00	
TRANSFER OPERATIONS	290,400.00	

Note A

The Selectmen created the Beach Enterprise in FY 13. An Enterprise Fund is self supporting, that is, Revenues cover all Operating Expenses. The Revenue for the Beach Operations Fund will be from the sale of beach passes and parking at the Municipal lots. The Expenses will be to maintain the beach, beach restrooms, the parking lots, and the cost of the pay and display meters. The Salaries for Restrooms, Parking Lot Attendants, and Piping Plovers are funded from the Beach Operations Enterprise.

Note B

The Selectmen under the authority of the Town Charter created at Transfer Station Enterprise Fund for FY 14. An Enterprise Fund is self supporting, that is, Revenues cover all Operating Expenses. For the first year of operations an initial start-up deposit is budgeted. The Revenue for the Transfer Station Enterprise will be from all Transfer Station transactions. The Expenses will be to maintain the Transfer Station and it's operations.

Note C

The Selectmen under the authority of the Town Charter created a Recreation Program Enterprise Fund for FY 14. The Season Operation Expenses for Recreation Programs have been moved to that Enterprise Fund. The Revenue for the Recreation Program Enterprise will be from enrollment in Recreation Programs. The Expenses will be to run the advertised Recreation Programs. The Salaries for Recreation Program Seasonal Staff have been moved to the new Recreation Program Enterprise Fund.

Background Notes for both Additions to funds(Proposed) and Expenditures (Appropriations) from funds.

Building and Building Improvements

- 1) **Fire Department- Refinish Floors at Corner Station (0734)** - Fire Chief would like to request a warrant article to refinish the apparatus floors in the bays. As you know, our fire station is 20 years old. Over time, the floors have settled and started to crack. But most importantly, they have begun to discolor over time, and we cannot bring back the original finish. It is now a safety issue of how slippery the floor is when water is on it. Fund balance at March 2013 is \$34,199.00. The Proposed and Expended Amount requested is \$20,000.00.
- 2) **Harbor Master- Pier Re-Decking (0012)** - The decking on the main pier is in tough shape; however the structure itself is in good condition. Decking the pier with pressure treated decking will eliminate the constant replacement efforts occurring now, and match the pressure treated decking that was installed when the commercial pier was rebuilt. This will minimize the different milling widths, and eliminate "soft spots" which will increase safety and aesthetics while minimizing yearly maintenance and replacement costs. Fund balance at March 2013 is \$278,468.00. The Expended Amount requested is \$25,000.00.
- 3) **Library Renovation/ Expansion (0851)** - This request is to take the next steps in the planning process for a reorganization of existing space and a library expansion. An article was approved in FY13 to complete phase one of an effort to get design options from an architect. The requested funds are for phase two of the process with the architect. The balance in the 0851 fund at March 2013 is \$1098.00. The Proposed and Expended Amount requested is \$16,000.00.
- 4) **Park Recreation –Irrigation for Fields (0500)** - Upgrade irrigation system at Park Recreation Head Quarters in two phases. An estimate of \$36,000.00 was received to complete Phase One of this project. In FY 12 \$11,000 was appropriated for this project. The balance in the 0500 fund at March 2013 is \$48,356.00. The Proposed Amount requested is \$24,000.00. The Expended Amount requested is \$36,000.00.
- 5) **Town Wide Gateway Irrigation System (0727)** - Install irrigation on both sides of Route 109 in the Gateway Landscaping Project and at the Town Clock site. This will be a construction project involving the Water District and an irrigation company. The balance in the 0727 fund at March 2013 is \$26,029.00. The Proposed and Expended Amount requested is \$25,000.00.
- 6) **Town Wide Beautification (0727)** - Funds needed for duties previously done by the Webhannet Garden Club to help beautify the Town. The balance in the 0727 fund at March 2013 is \$26,029.00. The Proposed and Expended Amount requested is \$5,000.00.

Conservation Commission

- 1) **Open Space Land (0705)** - The Conservation Commission annually ask for funds to be added to this account for potential open space land purchases. The balance in the 0705 fund at March 2013 is \$406,770.00. The Proposed Amount requested is \$100,000.00.

Vehicles

- 1) **Fire Truck Reserve (0703)** - Annual Proposed addition to this fund in anticipation of future Fire truck replacements. The balance in the 0703 fund at March 2013 is \$530,309.00. The Proposed Amount requested is \$250,000.00.
- 2) **Highway Dump Truck (0701)** - Request is to replace a 1995 GMC 10 wheel dump truck which is almost 17 years old and is expected to require extensive maintenance in the near future. This is a scheduled replacement. The balance in the 0701 fund at March 2013 is \$45,539.00. The Proposed and Expended Amount requested is \$185,000.00.

- 3) **Park Recreation- Dump Truck (0527)** - Proposed addition of funds for the replacement of a dump truck in FY16. The balance in the 0527 fund at March 2013 is \$27,500.00. The Proposed Amount requested is \$6,000.00.
- 4) **Park Recreation- Mower (0527)** - Proposed addition of funds for the replacement of a Mower in FY15. The balance in the 0527 fund at March 2013 is \$27,500.00. The Proposed Amount requested is \$5,500.00.
- 5) **Park Recreation- Tractor (0527)** – Proposed addition to funds for the replacement of a tractor in FY19. The balance in the 0527 fund at March 2013 is \$27,500.00. The Proposed Amount requested is \$3,500.00.
- 6) **Town Clerk- Trailer for Voting Machines (0827)** - To be used to transport and store voting equipment which is now stored at the High School and in the Town Hall Storage Room. The trailer would make it more efficient for the voting day set up crew to set up and break down the polling place. Other Towns use a trailer. The balance in the 0827 fund at March 2013 is \$111,930.00. The Proposed and Expended Amount requested is \$10,000.00.
- 7) **WEMS Ambulance (0715)** - Annual Proposed addition to this fund in anticipation of future ambulance replacements. The balance in the 0715 fund at March 2013 is \$12,153.00. The Proposed Amount requested is \$60,000.00.

Technology Plan

- 1) **Tech Committee (0830)** - The Technology Reserve account provides a self-funded computer equipment repair and replacement fund used with the authorization of the Selectmen. It also funds enhancements and maintenance of the Town's GIS program. The fund balance as of March 2013 is \$117,507.00. The Proposed and Expended Amount requested is \$41,682.00.
- 2) **Workstation Refresh (0740)** – The Town is converting on an as required basis to a CITRIX thin client format. However, some equipment will remain as a pc base and needs to be upgraded. The 0740 fund has a balance at March 2013 is \$51,125.00. The Proposed and Expended Amount requested is \$37,200.00.
- 3) **IT Infrastructure Upgrades (0741)** - Upgrade the Town Website and OCR Document Storage Systems (\$30k) and a new server at the Police Department (\$25k). The balance in the 0741 fund at March 2013 is \$58,316.00. The Proposed and Expended Amount requested is \$55,000.00.
- 4) **Fire Department Mobile Lap Top Computers (0734)** – The Fire Department has an on going replacement program for the mobile lap top computers used in FD vehicles. The balance in the 0734 fund at March 2013 is \$34,199.00. The Proposed and Expended Amount requested is \$10,000.00.
- 5) **Police Department Tough book -(0742)** - The Police Department has created an on going two year replacement program for the tough books used in the PD vehicles. The balance in the 0742 fund at March 2013 is \$10,405.00. The Proposed and Expended Amount requested is \$10,000.00.

Infrastructure

- 1) **Paving/Culverts and Bridges (0723)** - The Public Works Director has a long list of paving projects. The balance in the 0723 fund at March 2013 is \$1,012,094.00. These funds have also been identified to meet paving, culverts and bridges needs. The Proposed and Expended Amount requested is \$1,000,000.00.
- 2) **Harbor Dredge- (0805)** - The harbor is well in need of dredging and planning for that event have been worked on for the last few years. The balance in the 0805 fund at March 2013 is \$243,499.00. The Proposed Amount requested is \$50,000.00.

- 3) **Coles Hill Bridge- (0708)** - Although this bridge was replaced a few years ago, it is felt that it will need replacing in about 10 years. The amount requested is the second year of a ten year funding program. The balance in the 0708 fund at March 2013 is \$427,573.00 with some projects already designated for other various Infrastructure needs. The Proposed Amount requested is \$50,000.00.
- 4) **Harbor Park Upgrade (0915)** - Two major structures at the park in 2012 went through extensive repairs depleting the funds in the reserve account. Funding is requested to begin rebuilding this account for BOS release. The balance in the 0915 fund at March 2013 is \$225.00. The Proposed Amount requested is \$5,000.00.
- 5) **Park Recreation- Pave Lot at Head Quarters (0500)** – Two year project that is estimated to cost \$40,145.00 that will put a top coat that is badly needed on the existing top and bottom lots (\$22,393.00) and provided for additional new paving on the lower dirt lot (\$17,752.00). In FY 12 \$15,000.00 was appropriated for this project. The balance in the 0500 fund at March 2013 is \$48,356.00. The Proposed Amount requested is \$12,500.00 and the Expended Amount requested is \$22,393.00.

Equipment

- 1) **Fire Department- Thermal Cameras (0734)** - Thermal cameras in the fire service have become invaluable for the everyday emergencies that we face. Their uses have extended beyond routine fires. They are used for search and rescue, missing persons, tracking of persons eluding the police, bad electrical fixtures, and heat causes inside walls. It has prevented us from tearing apart people's property to confirm there is no spreading of fire and heat sources. The balance in the 0734 fund at March 2013 is \$34,199.00. The Proposed Amount requested is \$5,000.00.
- 2) **Fire Department-Radio Cross Banders (0734)** - The Cross Banders will be installed in two fire department vehicles to assist personnel in communicating with different agencies and allow an increase of safety by using one frequency vs. multiple radios with multiple frequency. The balance in the 0734 fund at March 2013 is \$34,199.00. The Proposed and Expended Amount requested is \$5,000.00.
- 3) **Fire Department- Personal Watercraft for Lifeguards (0734)** - With the amount of kayaks and people using the inner harbor, marsh and Webhannet river, there is no way to facilitate a rescue of people in shallow water, in the event they are injured. In addition, the Town of Wells used to have a Personal Water Craft for the use on the beach. This was facilitated by the residents of Drakes Island who witness first hand the difficulty that the town had in rescuing distressed swimmers. The balance in the 0734 fund at March 2013 is \$34,199.00. The Proposed and Expended Amount requested is \$20,000.00.
- 4) **Fire Department- Portable Lighting Trailer Unit (0734)** - There have been several times at night or reduced areas of lighting that first responders have not had enough light or portable generators on scene to facilitate a safe incident, project or activity. In addition this unit can be used by the REC center for their night time functions, by Public Works, especially when called out at night for clean up or hazardous materials spills. The balance in the 0734 fund at March 2013 is \$34,199.00. The Proposed and Expended Amount requested is \$10,000.00.
- 5) **Fire Department- Portable Radio Repeaters (0734)** - To purchase and install three portable radio repeaters in three of the fire trucks To alleviate safety and communication issues. Presently, the firefighters cannot reach the tower Repeater from inside heavy concrete steel buildings such as Hannaford's, Spencer Press, Shaw's, UPS, all three schools. The balance in the 0734 fund at March 2013 is \$34,199.00. The Proposed and Expended Amount requested is \$20,000.00.
- 6) **Harbor Master- Mooring Tender/ Dredge Barge (0012)** - Currently the Harbor has no way of maintaining its granite block moorings, or easily servicing its helical moorings.

This mooring tender would also serve as an ideal platform to operate the mini-dredge from, being a very stable platform with almost zero draft. The balance in fund 0012 at March 2013 is \$278,468.00. The Expended Amount requested is \$7,000.00.

- 7) **Harbor Master- Boat Motor (0012)** - The current motor on the Harbor Master's boat is a 1998 Honda motor that is in rough shape, and has proven to be less than reliable. The Harbor master's boat is used in all conditions and safety and reliability is of the utmost importance when responding to assistance calls or towing disabled vessels. The balance in fund 0012 at March 2013 is \$278,468.00. The Expended Amount requested is \$12,000.00.
- 8) **Town Wide Pedestrian Cross Walk Lights (0739)** - The State DOT granted the Town two sets of Pedestrian Cross Walk Systems that this project continues to standardize with two more systems. The initial two will be deployed at the crossing by Congdon Donuts on Route One and the other when the Rte One North Project is complete by the Antique Mart where an existing cross walk exists. The additional ones will be placed based on the PD Chief and PWD Director Site selection. These are locations where cross walks exist but traffic does not respect pedestrian crossing. One location may be Casino Square while another on Route 109 by the schools or hospital coming out of Depot Lane. The balance in fund 0739 at March 2013 is \$16,389.00. The Expended Amount requested is \$12,000.00.
- 9) **WEMS – EKG/DEFIB (0735)** - Equipment needs to be replaced every eight years. Fund was established in FY10. Balance in the 0735 fund at March 2013 is \$2,953.00. The Proposed Amount requested is \$15,000.00.

Other

- a. **Assessor Revaluation (0744)** – To fund a revaluation update of property for the Town of Wells. The last revaluation took place in 2006. The fund balance of 0744 at March 2013 is \$150,000.00. The Proposed Amount requested is \$45,000.00 and the Expended Amount requested is \$195,000.00.
- b. **Beach- Handicapped Entrance (0900)** - During the 2012 summer season, requests were made to make the beach more handicapped accessible. This project request looks at making the Eastern Shore Parking Access onto the beach handicapped accessible through the purchase and deployment of a special rolled fabric rug made especially for this purpose. It would be used in addition to the existing boardwalk that would be modified. This will be funded through the Beach Operations Enterprise Fund.
- c. **Fire Department- Dry Hydrants (0922)** - To install dry hydrants throughout the town of Wells so residents can see a reduction in their home owners insurance policy. The fund balance of 0922 at March 2013 is \$4,831.00. The Proposed Amount requested is \$2,000.00.
- d. **Town Wide Comprehensive Plan Update (0739)** - The town's 2005 Updated Comprehensive Plan is at its end of the lifespan when it needs review and updating. The State process is called Growth Management Planning rather than Comprehensive Planning. These plans can be a real drag on the community and its resources to create and implement. Newer methods and strategies are used to undertake these efforts to adopt and implement them while making them much more sustainable and useful. The project proposes through a RFQP process to hire an innovative experienced consulting firm that would create a draft of a new Growth Management Plan with an implementation plan with oversight by the town Staff and existing Boards. Once written and internally acceptable, a public process of review, editing and adoption would take place with the goal of completion and acceptance at the June 2015 Town Meeting or November 2015 special town meeting vote. The fund balance of 0739 at March 2013 is \$16,389.00. The Expended Amount requested is \$20,000.00.

TOWN MANAGER'S BUDGET MESSAGE

BACKGROUND

Town Meeting procedure is set forth in the Town Charter under Article VII, Section 7.08. Specifically, registered voters will be asked to cast their ballots on Tuesday, June 11, 2013 from 8 AM to 8 PM, at the WOCSD High School Gymnasium or voters may request an absentee ballot from the Town Clerk's Office.

PROPOSED BUDGET – Fiscal Year 2014 (July 1, 2013 through June 30, 2014)

The Board of Selectmen established the goal to again 'hold-the line' on the Town budget, without undermining the level of Town service and needed capital maintenance, such as paving and infrastructure improvements. After months of work and review, the Board of Selectmen, Budget Committee, Town Staff, Committees and Community Organizations effectively met that goal. Despite declining revenues, the proposed budget does not exceed the limits of L.D. One.

- The Outcome of the Budget is summarized as follows:
 - Gross Salaries are for Union and Non- Union Employees including Seasonal Hires = -2% Increase (Creation in FY'14 of 2 Additional Enterprise Funds is the reason for the decrease)
 - Gross Operating Expenses were reduced from FY'13 = -6% Increase (Creation in FY'14 of 2 Additional Enterprise Funds is the reason for the decrease)
 - Capital Improvement Plan = Funding Reserve Accounts and capital items and projects up by 15% primarily due to increase funding for Truck replacement in Highway and Fire Departments and the town wide Property Revaluation Project.
- Revenues to offset budget has decreased due in part to applying Maine DOT Road funds directly towards paving and the creation by the Board of Selectmen a separate Beach Enterprise Fund that creates a self sustaining account from parking revenues for Beach Services Operations.
 - Revenues decreased in comparison to FY'13 by -11% (Creation in FY'14 of 2 Additional Enterprise Funds is the major reason for the decrease)
- Net FY'14 Budget reflects an increase of 2.4% or by \$202,582

LD 1 calculations remains under by -\$231,568 (This means the Town is under the Tax Cap set by State Law-this is good!)

- County Budget is completed and basically flat lined with a small increase reflective of our Valuation change
- Municipal Tax Rate projected at using a .5% increase in valuation at: 3,054,235,253
 - Municipal increase of \$.04 to \$2.79 =1.3% Estimated
- Overall Surplus Use will remain above the 3 month Operating reserve balance policy by approximately \$1million

ARTICLE 6. Operations: The Operation budgets will decrease by -6% due in part with taking off line the Beach, Transfer Station and Recreation Program Accounts. Please see Appendix Table #4 on the breakdown of the Operating Expenses and Table 6 – Enterprise Fund

ARTICLE 7. Potential Employee-Related Expenses: Combines three former articles that funded Retirement Benefit Reimbursement, Workers' Compensation – Light Duty Fund, and the Educational Reimbursement Fund –**The Warrant article itself is self-explaining.**

ARTICLE 8. Potential Town Liabilities: Combines four former articles that funded unanticipated expenses including the Legal Services Fund, the Self Insurance Claims Coverage, the Emergency Fuel and Utilities Account and the Emergency and non-emergency (new) Facility Repairs. **Increased by 29%. The Warrant article itself is self-explaining.**

ARTICLE 9. Capital Improvement Plan: Places Funds into Depreciation Accounts and Reserve Funds for future projects – Increases in this account due to paving increases and expected long term projects needing gradual funding so the impact for these projects when undertaken is then minimal on the tax rate. Please see Appendix Table 5 & Background Notes for the CIP Funding Program explanation for FY'14.

ARTICLE 10. Capital Expenditures: Actual projects and capital expenses programmed to be spent in FY'14 is higher and due to paving and projects being undertaken this year. Please see Appendix Table 5 & Background Notes for the CIP Funding Program explanation for FY'14.

ARTICLE 11. Expenditures from Specific CIP Reserve Accounts: This Article, if passed, allows the Board of Selectmen in the event of an emergency, following a public hearing, to expend up to the balance of the following CIP reserve accounts: Infrastructure, Technology and Ambulance. (See Appendix Table 5 for Reserve Balance Information on these accounts).

ARTICLE 12. New Part-time Volunteer Coordinator: There are over 400 volunteers giving of their time to the municipal programs and services. The future role of volunteers in a downside government economy is projected to grow in their use and value to the community. A paid, part-time Volunteer Coordinator would: establish and maintain a structured Volunteer Program for Wells; provide volunteer training (thereby reducing liability risks); and conduct recruitment and retention efforts. The Board of Selectmen has discussed the need for the last two decades for a Volunteer Coordinator. In the last two years, the Personnel Advisory Committee (PAC), Town Manager, HR Director and the Board of Selectmen have renewed discussions about establishing a paid, part-time Volunteer Coordinator under the direct supervision of the HR Director. This new position is requested to be 20 hours a week with pro-rated benefits of 50%, which if taken, would be covered in the town's benefit account. This article also provides funds for expenses such as mileage reimbursement and office supplies. Broken down, the position compensation is \$13.47 per hour (\$14,008) and expenses are \$3,492. See Appendix #4 for Position Description.

ARTICLE 13. Town Share of Two School Resource Officers (SRO): The WOCSD School Committee has requested and budgeted for two additional School Resource Officers (SROs) which, if funded, bring the total to three SROs in the schools for FY'14. As with the current SRO, the town pays 50% of the cost of salary and benefits for a certified sworn Wells Police Officer to be on duty at the schools, with the WOCSD paying the other half. The Town then uses the officer for municipal policing duties when not on duty for the WOCSD. The two additional SROs will allow the Town to reduce the number of summer officers hired. The total cost of two SROs will be \$173,572.00, of which the Town will contribute \$86,786.

ARTICLE 14. General Assistance Budget: Assists under the State law expenses of applicants that meet certain income guidelines. **(The Warrant article itself is self-explaining.)**

ARTICLE 15. Transit Bonus Plan: This is an annual article with the same amount budgeted that takes advantage of a State Maine DOT program to assist with transit services provided to Wells which we see returned in additional State URIP funding for road maintenance. **(The Warrant article itself is self-explaining.)**

ARTICLE 16. County of York, Maine Half year Tax Payment: The County Commissioner voted in 2012 to move the County Budget Year from a Calendar year to a July 1st Fiscal Year commencing for FY'14. State law allows the County Commissioners to undertake this change without voter approval. The purpose of the change is to align the County's budget with the majority of its communities, which will save them considerable funds over time. The County gave notice to all 29 York County communities of the change and of its plan to accomplish the change through a normal 2013 calendar year budget passage and then a six month budget from January to June 30, 2014. This means that for transitional purposes, the County will send out two tax bills during our Wells Budget FY'14. The County gave Towns a choice to pay the six month tax on the transitional budget up front in FY'14 or over a period of up to 5 years with interest. The Selectmen voted to pay the tax in full in FY'14. The cost of the 6 month tax bill is expected to be \$800,000, or, approximately one half of the 2013 Calendar budget paid in FY'14.

ARTICLE 17. Full Dredge Funding Release: The Town has received notice that federal funds have been appropriated to the Army Corps of Engineers to undertake a full harbor and Federal Channel Dredge commencing September 15, 2013. The Board of Selectmen, the Wells Harbor Advisory Committee, and town staff have been working toward a complete dredge since 2007. Funds have been placed in the reserve accounts mentioned in Article 9 each year for use in our local dredge match, dredge sand beach nourishment and project preparation costs (removal and re-installation of the harbor infrastructure). This article asks for the release of three Reserve Funds for use in covering these local costs.

ARTICLE 18. POSITIONS Increasing 2 Deputy Town Clerk Part-time positions to full-time: The Town Clerk has proposed to the Board of Selectmen that two 37 hour a week Part-time employees be made Full-time at 40 hours a week. The Selectmen reviewed and discussed her request and determined to move it forward to Town Meeting for determination. The additional salary cost is \$9,607 for FY'14, which Article 16 requests to be raised by taxation. The pro-ration of benefits is covered in the operational budget.

ARTICLE 19. Town Clerk's Compensation for FY'14: The Town Meeting is asked to approve the Elected Town Clerk's Compensation for FY'14 that will increase by 2%.

ARTICLE 20. FUNDING FOR AND AUTHORIZATION TO PURCHASE PARCELS FOR A LAND SWAP FOR A FUTURE CONSOLIDATED FIRE SUBSTATION PARCEL: The Board of Selectmen formed a committee in the Fall of 2012 called the Wells Municipal Facility Planning Advisory Committee (WMFPAC) with the charge to plan for replacement parcel sites for the Police, Fire (Corner and two substations) and Town Hall Facilities. The Committee and Selectmen determined that there was a dire need to replace the two Fire Department

substations located in High Pine on 109 and on the Branch Road (9A) and found a centrally located parcel that would allow for the consolidation of the two Fire Department Substations (High Pine and Branch) into one modern facility on 14 acres at the intersection of Route 109 and Meetinghouse Road. The owner of that parcel is willing to swap his land for land of equal value. The parcel on Route 109 and Meeting House Road (Map 55 Lot 24) is appraised at \$125,000. The two parcels to be swapped are being sold for \$85,000 (Map 63 Lot 54) and \$40,000 (Map 53 Lot 12-1) allowing for it to be an equal swap. Please see further information in Appendix 6

Non-Budgetary Articles

ARTICLE 21. Shall the Ordinance entitled, “An Ordinance to Amend Chapters 145 (Land Use) and 202 (Subdivision of Land) of the Code of the Town of Wells to Modify Open Space Requirements” be enacted?

A copy of the ordinance is posted together with this warrant at Appendix 1 and is hereby incorporated by reference.

ARTICLE 22. Shall the Ordinance entitled, “An Ordinance to Amend Chapter 145 (Land Use) of the Code of the Town of Wells to Clarify Definitions of Various Types of Recreation and to Add “Recreation, Medium Intensity Commercial” as a Permitted Use in Certain Districts with Site Plan Approval” be enacted?

A copy of the ordinance is posted together with this warrant at Appendix 2 and is hereby incorporated by reference.

ARTICLE 23. Shall the Ordinance entitled, “An Ordinance to Amend Chapter 145 (Land Use) of the Code of the Town of Wells to Modify the Definition of “Recreation, Low-Intensity Commercial” to include “Indoor Target Range” be enacted?

A copy of the ordinance is posted together with this warrant at Appendix 3 and is hereby incorporated by reference.

Proposed FY'14 Budget Summary, Work Plans and Financial Challenges

Once again, the proposed budget is a ‘hold the line’ approach financially and in terms of work plans. The Town does plan to continue its more aggressive paving and infrastructure repair and maintenance program.

As stated last year, despite containing operational and capital costs, the major financial challenge will be to manage the declining revenues, especially from the State. The Board of Selectmen, Budget Committee and Department Heads continue to explore other ways to deliver some municipal services to reduce costs, and are also reviewing various Town fee structures that might be updated to more closely meet the expense of some municipal services. The Board of Selectmen in FY'12 took off line from the Operational Budget in FY'13 the Beach Services Program (Parking lots, Restroom and Beach Cleaning Operations) as they can be self-supported through the beach parking lot revenues and created a Beach Enterprise Fund. The Transfer Station and Recreation Programs in FY'14 will become new Enterprise Funds.

Capital Improvement Planning was a large part of the budgetary process for FY'14 with developing a plan for FY'14, but also looking out 10 years. Long-term planning for its aging and inadequate public facilities, such as the Police Station and Fire Station were taken into account. Further, the major “100 year” storms that now have become almost an annual event have

highlighted the need for improved drainage, culverts, roads and infrastructure. Fortunately, several major bridges in Wells have been replaced through FEMA, MEMA and MDOT funding which otherwise would have cost the Town millions. However, there are still major projects, such as the Coles Hill bridge and storm water drainage projects throughout the Town, that need to be addressed and the CIP Plan has begun to address them. The Board of Selectmen and Budget Committee has been extremely supportive of this effort.

Debt Position

As of the last annual audit on June 30, 2012, the Town's total long-term debt was \$2,832,564. Since then, the Town has made other bond principal payments totaling \$679,831. The anticipated and unaudited balance of the Town's total long-term debt as of June 30, 2013- will be \$2,152,727. In FY'13, the Town voted in a \$3 million bond for Infrastructure Road work. Debt and Interest payments will not be incurred in FY'14. This leaves only two bonds outstanding at the debt level above with maturity dates of 2014 and 2018.

It also should be noted that the Town's financial position is still strong, despite the many challenges the community has faced over the past few years.

Public Hearings

The Board of Selectmen will be holding public hearings on the proposed FY14 Budget on May 7 & 21, 2013. Information on the budget will also be available at the Town Offices, the Wells Public Library and the Town's website. I encourage you to participate in the public hearings and vote in the Town elections and Town Meeting Referendum on June 11th.

Jon Carter
Town Manager

