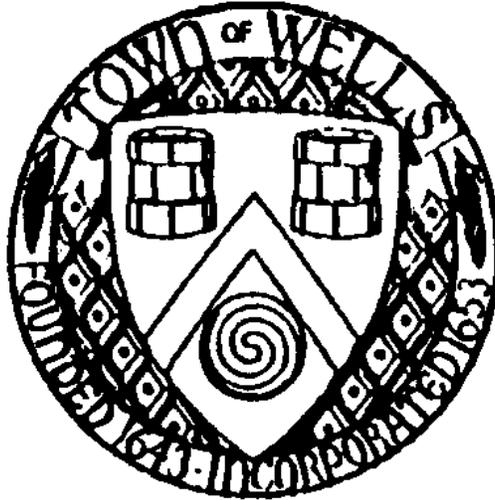


TOWN OF WELLS



Annual Town Meeting

June 14, 2016

Tuesday, June 14 – 8:00AM to 8:00PM

Warrant and Plans for the Fiscal Year 2017

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

BULK RATE
U.S. POSTAGE PAID
WELLS, ME 04090
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CARRIER ROUTE - SORT

POSTAL PATRON

FY 2017 PROPOSED BUDGET SUMMARY

ARTICLE	ARTICLE DESCRIPTION	FY 17 PROPOSED AMOUNT	TAXES	OTHER REVENUE / PASS THRU	SURPLUS	RESERVES	EXPOSE FROM SURPLUS
ARTICLE 3	ESTIMATED REVENUE	\$ 3,379,575		\$ 3,379,575			
ARTICLE 4	PASS THROUGH ACCOUNTS	\$ 852,500		\$ 852,500			
ARTICLE 5	SALARIES	\$ 5,726,405	\$5,726,405				
ARTICLE 6	OPERATIONS/EXPOSE FROM SURPLUS	\$ 5,874,331	\$5,874,331				
ARTICLE 7	POTENTIAL EMPLOYEE RELATED EXPENSES	\$ 60,000					\$ 60,000
ARTICLE 8	POTENTIAL TOWN LIABILITIES	\$ 295,000					\$ 295,000
ARTICLE 9	CAPITAL IMPROVEMENT PLAN	\$ 2,093,782	\$1,218,677		\$ 865,000	\$ 10,105	
ARTICLE 10	CAPITAL EXPENDITURES	\$ 2,364,482				\$ 2,364,482	
ARTICLE 11	EXPENDITURES FROM SPECIFIC CIP FUNDS						
ARTICLE 12	GENERAL ASSISTANCE	\$ 60,000					\$ 60,000
ARTICLE 13	TOWN CLERK'S COMPENSATION	\$ 61,344	\$ 61,344				
ARTICLE 14	BEACH CLEANERS	\$ 11,760				\$ 11,760	
ARTICLE 15	PURCHASE OF PROPERTY ON SANFORD ROAD	\$ 35,000				\$ 35,000	
ARTICLE 16	CONSERVATION LAND PURCHASES	\$ 160,000				\$ 160,000	
ARTICLE 17	CUMBERLAND FARMS PURCHASE	\$ 275,000			\$ 275,000		
	TOTAL MUNICIPAL BUDGET	\$17,869,604					
	Subtotals of Revenue		\$12,880,757	\$ 4,232,075	\$ 1,140,000	\$ 2,581,347	\$ 415,000
	Less Revenue & Pass Through	\$ (4,232,075)					
	Less Surplus	\$ (1,140,000)					
	Less Reserves	\$ (2,581,347)					
	Less Exposed Surplus	\$ (415,000)					
	Balance to be Raised by Taxation	\$ 9,501,182					

FY'17 TAX RATE INFORMATION AND PROJECTIONS

TOTAL ESTIMATED TOWN TAXES			Est. Tax Rate		
Proposed Municipal FY'17	\$ 9,501,182		\$ 3.15		
Estimated County Tax FY'17	\$ 1,665,769		\$ 0.55		
Estimated School Budget FY'17	\$ 18,681,661		\$ 6.19		
Estimated Overlay Budget FY'17	\$ 750,000		\$ 0.25		
Total Estimated Tax Revenue FY'17	\$ 30,598,612		\$ 10.14		
COMPARATIVE TAX RATES	EST. FY 17	% Change	FY 16	FY 15	FY 14
TOWN	\$ 3.15	5.01%	3.00	\$ 3.01	\$ 2.86
COUNTY	\$ 0.55	2.28%	0.54	\$ 0.52	\$ 0.53
SCHOOL	\$ 6.19	2.55%	6.04	\$ 5.90	\$ 5.63
OVERLAY	\$ 0.25	-32.79%	0.37	\$ 0.07	\$ 0.10
TOTAL	\$ 10.14	1.86%	9.95	\$ 9.50	\$ 9.12
	FY 13	FY 12	FY 11	FY 10	FY 09
TOWN	\$ 2.59	\$ 2.58	\$ 2.57	\$ 2.36	\$ 2.45
COUNTY	\$ 0.50	\$ 0.50	\$ 0.51	\$ 0.49	\$ 0.46
SCHOOL	\$ 5.32	\$ 5.37	\$ 5.30	\$ 5.28	\$ 5.17
OVERLAY	\$ 0.16	\$ 0.16	\$ 0.11	\$ 0.17	\$ 0.14
TOTAL	\$ 8.57	\$ 8.61	\$ 8.49	\$ 8.30	\$ 8.22
VALUATIONS					
Projected Valuation FY'17	3,016,045,806	0.5%			
Actual Valuation FY'16	3,001,040,603	1.7%			
Actual Valuation FY'15	2,951,308,116	2.1%			
Actual Valuation FY'14	2,890,663,097	-4.9%	REVALUATION YEAR		
Actual Valuation FY'13	3,039,040,053	1.1%			
Actual Valuation FY'12	3,006,525,404	1.0%			
Actual Valuation FY'11	2,976,032,721	1.6%			
Actual Valuation FY'10	2,929,174,323	0.9%			
Actual Valuation FY'09	2,902,019,055	4.2%			

WARRANT

June 14, 2016
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 Junior High School Gymnasium, 1470 Post Road, in said Town of Wells on Tuesday, June 14, 2016 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 \$3,379,575 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	(5 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 \$3,578,340.

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	(4 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 \$852,500.

ARTICLE 5. SALARIES: Shall the Town vote to raise and appropriate \$5,726,405 for municipal employees' salaries and wages during FY 2017 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 / 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 \$5,755,522.

ARTICLE 6. OPERATIONS: Shall the Town vote to raise and appropriate \$5,874,331 as shown on Table 4 of the appendix to the Annual Town Meeting Warrant for the operation of municipal departments and committees during FY 2017?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (4 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 \$5,952,621.

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' 17 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 (5 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 \$295,000 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'17 fuel and utilities budgets due to the unpredictable markets for diesel, unleaded gasoline, propane and electricity;

Short Fall on State Revenue Projected to offset Town Budget Funding -\$40,000 to be used in case at the discretion of the Board of Selectmen, following a public hearing, at the end of the fiscal year to balance any shortfall in State Revenue projected to be received that offset the budget for property tax purposes.

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'17 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'17 operating budget; and

Health Reimbursement Account Fund - \$30,000 to fund payment of the Town's portion of employee's health insurance deductibles for employees covered by high deductible health insurance plans.

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (5 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 \$295,000.

ARTICLE 9. CAPITAL IMPROVEMENT PLAN (Raising and Appropriating from Taxation, and Appropriating and Transferring Funds From Reserves, Surplus, and the State to Fund the Capital Improvement Plan): Shall the Town vote to raise and appropriate \$1,218,677; appropriate \$865,000 from the Undesignated Fund Balance (Surplus); appropriate \$10,105 from various CIP Reserve Funds; and transfer said monies (\$2,093,782) into various CIP reserve funds, which will be used 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 (4 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 \$1,705,711.

ARTICLE 10. CAPITAL EXPENDITURES (Appropriations (Spending) of Fund Monies): Shall the Town vote to appropriate and expend \$2,364,482 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 (4 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 \$ 1,804,023.

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 (4 in Favor / 0 Against)

ARTICLE 12. 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 (5 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 13. TOWN CLERK COMPENSATION: Shall the Town vote to raise and appropriate \$2,072 to increase the Elected Town Clerk's current salary of \$59,272 by 3.495% in FY'17 and to expend \$61,344 for the Town Clerk's compensation in FY'17?

Board of Selectmen Recommends YES (5 in Favor / 0 Against)
Budget Committee Recommends YES (5 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 with adjustment was \$59,272.

Explanation: The Town Meeting is asked to approve the Elected Town Clerk's compensation for FY'17 that will increase by 3.495%.

ARTICLE 14. TWO NEW SEASONAL ENVIRONMENTAL MAINTENANCE WORKERS (BEACH SPOTTER / CLEANER) POSITIONS: Shall the Town vote to create two seasonal Environmental Beach Spotter / Cleaner positions and to appropriate and expend from the Beach Enterprise Fund \$11,760 to cover the compensation costs for the new positions?

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

Explanation: The Beach Enterprise Fund, which is funded through Parking Lot receipts to maintain the Waterfront Services, including restroom cleaning, beach maintenance, waterfront facility enhancements and other services directly related to the parking lots. If passed, this article would establish two Beach Spotter / Cleaner positions to directly assist with the environmental plover program by spotting for birds while heavy equipment cleans the beach as

well as manually cleaning areas where equipment cannot reach. The two positions are for the summer season.

Please see the Position Report and its description of duties in Appendix 1.

ARTICLE 15: FUNDING FOR AND AUTHORIZATION TO PURCHASE ABUTTING PARCEL NEXT TO THE FUTURE CONSOLIDATED FIRE SUBSTATION PARCEL

Shall the Town vote to: (a) appropriate and expend up to \$35,000 from the existing Municipal Land Reserve Fund #0706 to purchase a .55 +/- acre parcel (Map 55 Lot 014), which parcel abuts Town-owned property located across from the intersection of Route 109 and Bragdon Road (Map 55 Lot 13), which Town-owned parcel is the proposed site of a future consolidated Fire Department Substation; and (b) authorize the Board of Selectmen to take all steps reasonable and necessary to complete said purchase transaction, including obtaining appraisals, surveys, title work, and negotiating and executing documents?

Board of Selectmen Recommends	YES	(5 in Favor / 0 Against)
Budget Committee Recommends	YES	(4 in Favor / 0 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 (Map 55 Lot 13). The owner of the abutting parcel (Map 55 Lot 014) is willing to sell his .55 acre parcel to the Town for \$35,000, which will round off the Town parcel.

See Appendix 2 for further information.

ARTICLE 16. OPEN SPACE PURCHASE: Shall the Town vote to: (a) appropriate and expend up to \$160,000 from the CIP Land Bank Reserve – Open Space account to purchase an available parcel of land (Map 0055, Lot 016), as requested by the Town's Conservation Commission; (b) authorize the Board of Selectmen, after a public hearing, to make said purchase; and (c) authorize the Board of Selectman to take all steps reasonable and necessary to complete said purchase transaction, including obtaining appraisals, surveys, title work, and negotiating and executing documents?

Board of Selectmen Recommends	YES	(3 in Favor / 2 Against)
Budget Committee Recommends	YES	(4 in Favor / 0 Against)

Explanation:

The proposed purchase of the land parcel is part of the Town's major continuing effort to sustain high quality water in the Merriland River and Wells Bay, and to support both fisheries and the tourist economy, values prioritized in the 2005 update to the Comprehensive Plan.

See Appendix 3 for further information.

ARTICLE 17. FUNDING FOR AND AUTHORIZATION TO PURCHASE CUMBERLAND FARMS PARCEL ABUTTING PUBLIC SAFETY COMPLEX AT WELLS CORNER: Shall the Town vote to: (a) appropriate and expend up to \$275,000 from the Undesignated Fund Balance (Surplus) to purchase a .24 +/- acre parcel located at 1547 Post Road (Map 135, Lot 50) (known as the Cumberland Farms parcel), which abuts Town-owned property at the intersection of Routes 1 and 109, on which parcel the Town's public safety complex is located; and (b) authorize the Board of Selectmen to take all steps reasonable and necessary to complete said purchase transaction, including obtaining appraisals, surveys, title work, and negotiating and executing documents?

Board of Selectmen Recommends	YES (4 in Favor / 1 Against)
Budget Committee Recommends	YES (5 in Favor / 0 Against)

Explanation: The owner of the Cumberland Farms parcel (Map 135 Lot 50) is willing to sell the parcel (which has an assessed value of \$398,730) to the Town for \$275,000. The seller will be responsible for the cost of removing the existing building, canopy, underground tanks, and gas lines/infrastructure. The acquisition of this parcel will give the Town added flexibility in its design/plans for the new public safety complex as well as possible additional sidewalks and green space in the Wells Corner area (Visual Gateway to Wells) which is in keeping with the Town's Comprehensive Plan, which identifies improvements to the Town Center with sidewalks and fire station at Wells Corner as "necessary".

See Appendix 4 for further information.

ARTICLE 18. Shall an Ordinance entitled, "An Ordinance to Amend Chapter 145 (Land Use) of the Code of the Town of Wells to Revise the Maximum Building Height in the General Business District for Municipal Facilities and Public Schools" be enacted?

A copy of the ordinance is posted together with this warrant as Appendix 5 and is hereby incorporated by reference.

ARTICLE 19. Shall an Ordinance entitled, "An Ordinance to Amend Chapter 1 (General Provisions), Chapter 91 (Building Construction), Chapter 116 (Floodplain Management), Chapter 132 (Historic Preservation), Chapter 145 (Land Use), Chapter 201 (Streets and Sidewalks), and Chapter 202 (Subdivision of Land) of the Code of the Town of Wells to Update Section References within the Ordinances" be enacted?

A copy of the ordinance is posted together with this warrant as Appendix 6 and is hereby incorporated by reference.

ARTICLE 20. Shall an Ordinance entitled, "An Ordinance to Amend Chapter 145 (Land Use) of the Code of the Town of Wells to Clarify, Amend and Add to the Performance Standards for Residential Cluster Subdivisions" be enacted?

A copy of the ordinance is posted together with this warrant as Appendix 7 and is hereby incorporated by reference.

ARTICLE 21. Shall an Ordinance entitled, An Ordinance to Amend Chapter 145 (Land Use) of the Code of the Town of Wells to Revise the Reviewing Authority Process” be enacted?

A copy of the ordinance is posted together with this warrant as Appendix 8 and is hereby incorporated by reference.

Given under our hands this 26th day of April, 2016.



Karl Ekstedt, Chairman



Christopher Chase



Timothy Roche, Vice Chairman



Kathleen Chase



Richard Clark

APPENDICES

APPENDIX 1

Seasonal Environmental Awareness and Maintenance Worker

Job Description

Position:	Seasonal Environmental Awareness and Maintenance Worker	Date	March 2016
Department:	Public Works	FLSA Status:	Non-Exempt
Reports to:	Public Works Director & Crew Chief		

Purpose and Nature of Work:

Assists with overall waterfront cleaning and beach maintenance operations, including protection of endangered bird species, for the Town of Wells’ waterfront facilities and Harbor Park during the summer season from May-September. Accountable for performing Endangered Bird: Piping Plover, Red Knot and Least Terns, visual monitoring (“spotting”) to ensure nest and population safety, during beach cleaning operations and when authorized vehicles are present where birds are located and nesting, in an environmentally responsible manner and per the Town’s 2016 Beach Management Agreement. Interacting with the public about the ongoing program for protecting the Piping Plover and other species. Removing and properly disposing of litter, and carrying out other assigned beach, parking lot and waterfront cleaning maintenance services, as needed.

Essential Functions and Performance Accountabilities:

The essential functions listed below are intended as illustrations of the various types of work and 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;

- Spot when mechanical beach cleaning equipment and other vehicles are using the beach where endangered birds are located.
- Train and educate other employees and the public on the endangered birds based on best practices and the 2016 Wells Beach Management Agreement
- Hand-rake beach areas on a daily basis to remove seaweed and debris
- Regularly pick up and appropriately dispose of litter
- On a daily basis remove litter from beach parking lot areas and maintain grounds
- Regularly inspect and maintain other Waterfront facilities, to ensure consistently well-maintained and clean facilities
- Operate beach cleaning equipment as assigned and trained to use

Qualifications:

Education and Experience:

Must have a HS diploma or equivalent. Demonstrated environmental awareness and/or course work in the area of marine wildlife, endangered bird populations, and/or habitat conservation. Relevant experience with grounds maintenance and light equipment operation

Knowledge, Skills and Abilities:

Knowledge: Demonstrated knowledge of grounds maintenance, light equipment, and safety

Abilities: Ability to work flexible hours daily and during weekends from May-September; consistently adhere to all standard safety measures; ability to participate in, learn and apply knowledge of piping plover training that will be provided; must be able to safely operate light equipment to include beach tractor and other equipment; demonstrated ability to interact effectively, productively and cooperatively within a team; good customer service skills and courtesy in dealing with property owners and the public; and ability to work outdoors and to physically and routinely carry out essential functions including ability to lift up to 50 pounds.

Skill: Requires demonstrated skills in grounds maintenance, along with good verbal and interpersonal communication skills in working cooperatively with others and tactfully with the public.

Special qualifications: Valid driver's license with clean driving record and early morning work (4:30-7:00AM) assignments as spotting work will be needed to be undertaken when the beach is being cleaned prior to daily visitors/regular beach use.

APPENDIX 2

PURCHASE OF ADDITIONAL ABUTTING PARCEL NEXT TO THE FUTURE CONSOLIDATED FIRE SUBSTATION PARCEL



FIRE STATION FACILITY - WELLS, ME
LAVALLEE BRENSINGER ARCHITECTS IN ASSOCIATION WITH ARCHITECTS DESIGN GROUP

SCALE: 1"=30'
OVERALL SITE PLAN
MARCH 03, 2015



APPENDIX 3

Conservation Parcel Proposed for Purchase

PROPOSED PROJECT

Name: *Tilton Downstream*

Cost: Up to \$160,000

The funding request is estimated at a high enough level to close the purchase, subject to continued negotiation. The final purchase will require approval of the Select Board.

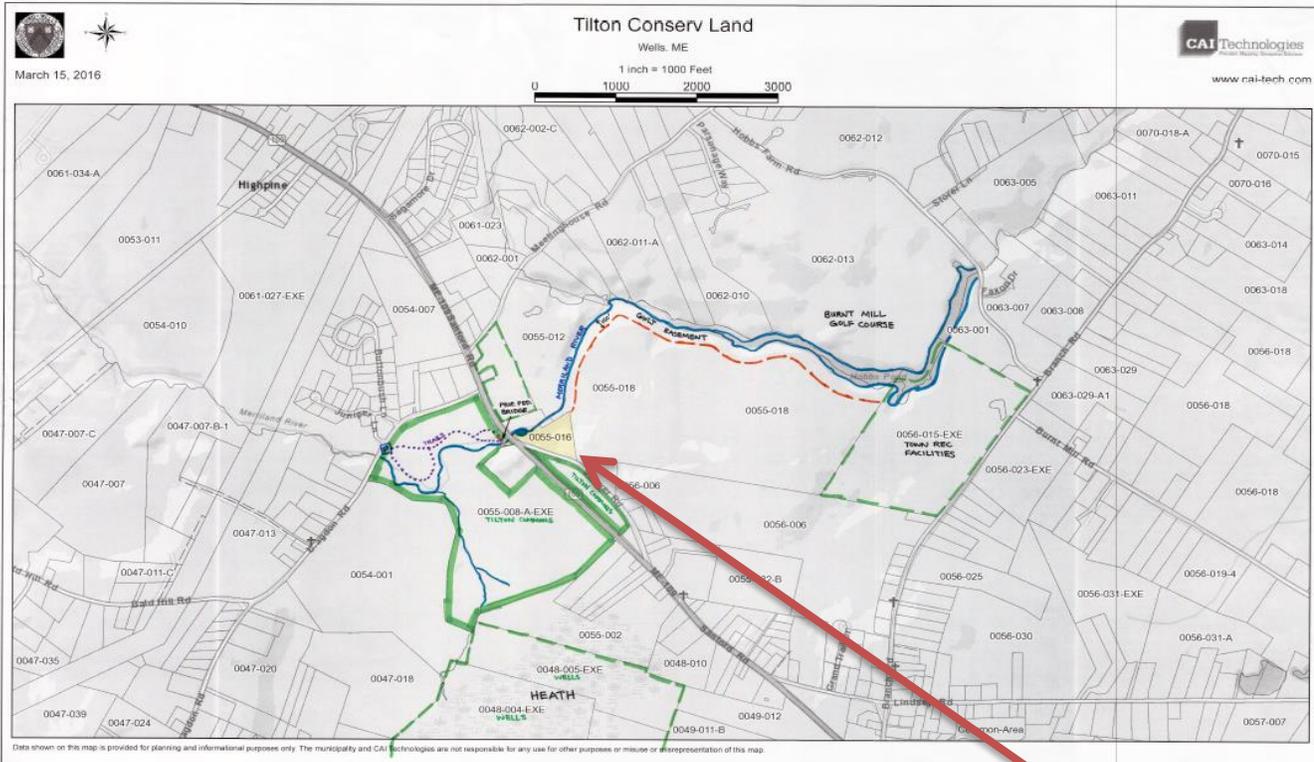
Description

The project will acquire a 5.69 acre parcel (Map 55 Lot 16) formerly part of the Donny Tilton Homestead, but not acquired in the Merriland Crossing Project of 2012. This parcel lies east of Rt. 109 and abuts the Merriland River.

Current zoning permits two house lots, according to the Town Engineer, who has provided estimates of its market value. Acquisition of this parcel will largely complete a long greenway for walking the Merriland River beginning at the Bragdon Road, running through the Tilton Homestead, through the new acquisition, along the Sawyer Preserve, and through the Town Recreation Area. It will also provide a corridor for wildlife coming from the Tilton Wildlife Commons.

The property offers unique cultural attractions. There are several dam sites, including a granite raceway, all rich in history. Upstream on the established Tilton Family Homestead is a gorge and dam site where the Town Engineer has designed a proposed footbridge across the Merriland River. The footbridge will connect the Bragdon Road Trailhead to a historic cemetery, Haith Brook, and the Great Haith, a rare peat bog of several hundred acres. The trail will also access the largest American Beech tree recorded in the state of Maine.

This project is part of the Town's major continuing effort to sustain high quality water in the Merriland River and Wells Bay, crucial to both fisheries and the tourist economy, values highly prioritized in the 2005 update to the Comprehensive Plan. The Merriland Crossing Project, which resulted in the Tilton Family Homestead Wildlife Commons, was supported at the polls in 2012 by a 64% margin.



CONSERVATION COMMISSION
 March 15, 2016

Parcel to be purchased

CAPITAL BUDGET (LAND BANK)

GOALS

- Conserve lands for public recreation, wildlife habitat, education, and natural resource
- Ensure health of estuary and beaches and mitigate flood threats
- Extract renewable resources: forest products and groundwater
- Protect Merriland River watershed
- Maintain large unfragmented areas for groundwater recharge, flood control, and biodiversity
- Provide parklands in each region of the Town
- Enhance and diversify the Town’s attraction to tourists and their economy
- Extend Town’s holdings as appropriate for financial and ecological benefits
- Connect conserved lands to enable recreational trails & wildlife habitat

CURRENT BALANCE SHEET

-Balance:	\$ 623, 545
- Pending Expense: Spiller agricultural easement	<u>(\$ 152,500)</u>
-Net	<u>\$ 471,045</u>

APPENDIX 4

Cumberland Farms Parcel Purchase



Cumberland Farms will remove the building, canopy and gas infrastructure.

APPENDIX 5

An Ordinance to Amend Chapter 145 (Land Use) of the Code of the Town of Wells to Revise the Maximum Building Height in the General Business District for Municipal Facilities and Public Schools

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 Revise the Maximum Building Height in the General Business District for Municipal Facilities and Public Schools” to read as follows:

Part 1: Article V (District Regulations), § 145-26, entitled “General Business District” is hereby amended as follows:

G. Special provisions:

- (1) If a person or entity owns parcels of land on the east and west sides of Route 1 within the General Business District, the parcels may be treated as a single lot of land, provided that the property owner grants the Town a conservation easement over a portion of the land on the east side of Route 1. The easement shall cover a land area which, in conjunction with the parcels on the west side of Route 1, is adequate to support the proposed use as regulated in the district. The lot on the west side of Route 1 shall meet the minimum lot size requirement. Any proposed easement shall be reviewed and approved by the Planning Board.
- (2) A municipal facility use or a public school use is allowed a maximum building height of 54 feet if constructed with a roof with a minimum slope of 7/12 and if it does not have a floor higher than 35 feet above the average finished grade.

Part 2: Effective Date.

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

APPENDIX 6

An Ordinance to Amend Chapter 1 (General Provisions), Chapter 91 (Building Construction), Chapter 116 (Floodplain Management), Chapter 132 (Historic Preservation), Chapter 145 (Land Use), Chapter 201 (Streets and Sidewalks), and Chapter 202 (Subdivision of Land) of the Code of the Town of Wells to Update Section References within the Ordinances

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 1 (General Provisions), Chapter 91 (Building Construction), Chapter 116 (Floodplain Management), Chapter 132 (Historic Preservation), Chapter 145 (Land Use), Chapter 201 (Streets and Sidewalks), and Chapter 202 (Subdivision of Land) of the Code of the Town of Wells to Update Section References within the Ordinances” to read as follows:

Part 1: Chapter 1 (General Provisions), § 1-1, entitled “Adoption of Code” is hereby amended as follows:

The various chapters and articles of the 1985 Code of the Town of Wells, and subsequent ordinances of the Town of Wells of a general and permanent nature adopted by the Town Meeting and Board of Selectmen of the Town of Wells, as revised, codified and consolidated into chapters and sections by General Code Publishers Corp., and consisting of Chapters **1** through **212**, together with certain regulations contained in Chapters **230** and ~~202 260~~, are hereby approved, adopted, ordained and enacted as the "Wells Municipal Code," hereinafter referred to as the "Code."

Part 2: Chapter 91 (Building Construction), “General References” is hereby amended as follows:

GENERAL REFERENCES

Floodplain management — See Ch. 116 ~~115~~.

Residential growth — See Ch. ~~174~~.

Subdivision of land — See Ch. 202 ~~260~~.

Part 3: Chapter 116 (Floodplain Management), “General References” is hereby amended as follows:

GENERAL REFERENCES

Subdivision of land — See Ch. 202 ~~260~~.

Part 4: Chapter 132 (Historic Preservation), “General References” is hereby amended as follows:

GENERAL REFERENCES

Floodplain management — See Ch. 116 ~~115~~.

Part 5: Chapter 145 (Land Use), “General References” is hereby amended as follows:

GENERAL REFERENCES

Subdivision of land — See Ch. 202 ~~260~~.

Floodplain management — See Ch. ~~116 115~~.

Residential growth — See Ch. ~~174~~.

Part 6: Chapter 145 (Land Use), § 145-12, entitled “Nonconforming uses” is hereby amended as follows:

F. Mobile home parks outside Mobile Home Park Overlay District.[Added 11-5-2002]

(1) Notwithstanding § ~~145-12E~~, the Planning Board, acting under Chapter ~~202 260~~ (Subdivision of Land), may permit the expansion of a legally nonconforming existing mobile home park which is located outside the Mobile Home Park Overlay District, subject to the following conditions:

(2) Notwithstanding anything to the contrary in 1 M.R.S.A. § 302, this § ~~145-12F~~ applies to any application under this Chapter or under Chapter ~~202 260~~, whether or not such application has become a pending proceeding as defined in 1 M.R.S.A. § 302.

Part 7: Chapter 145 (Land Use), § 145-34, entitled “Mobile Home Park Overlay District” is hereby amended as follows:

B. General requirements. Except as stipulated below, mobile home parks shall meet all the requirements for a residential subdivision, shall conform to all the requirements of the underlying district and shall conform to all applicable state laws and local ordinances or regulations. Where the provisions of this section conflict with specific provisions of this chapter or Chapter ~~202 260~~ (Subdivision of Land) of the Wells Municipal Code, the provisions of this section shall prevail.

Part 8: Chapter 145 (Land Use), § 145-35, entitled “General Regulations” is hereby amended as follows:

I. No floor of a building higher than 30 feet above the average finished grade shall be designed as habitable space. The maximum building height may be increased by the amount required to comply with Chapter ~~116 115~~, Floodplain Management, § ~~115-6~~, Development standards, but not to exceed five additional feet provided the building shall not exceed three stories, be covered with a pitched, shingled roof, and be constructed on a foundation used for parking or storage only and not living space.[Amended 11-6-2001]

Part 9: Chapter 201 (Streets and Sidewalks), “General References” is hereby amended as follows:

GENERAL REFERENCES

Subdivision of land — See Ch. ~~202 260~~

Part 10: Chapter 202 (Subdivision of Land), “General References” is hereby amended as follows:

GENERAL REFERENCES

Floodplain management — See Ch. ~~116 115~~.

Residential growth — See Ch. ~~175~~.

Part 11: Effective Date.

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

APPENDIX 7

An Ordinance to Amend Chapter 145 (Land Use) of the Code of the Town of Wells to Clarify, Amend and Add to the Performance Standards for Residential Cluster Subdivisions

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, Amend and Add to the Performance Standards for Residential Cluster Subdivisions” to read as follows:

Part 1: Chapter 145 (Land Use), § 145-49, entitled “Residential cluster development” is hereby amended as follows:

A. Permitted locations. Residential cluster development shall be permitted in all zoning districts where residential development is allowed. All areas of a cluster subdivision located within ~~except~~ the Aquifer Protection District or ~~and~~ the Shoreland Overlay District shall be dedicated as undeveloped open space.

B. Density. The maximum density of dwelling units permitted shall be the same as permitted in the district(s) in which the cluster development is located, unless density bonuses are granted in accordance with § 145-49D. To determine maximum density the following steps shall be taken:

~~(1) A sketch plan shall be submitted showing a standard nonclustered subdivision layout. Each lot in the standard subdivision shall meet the minimum lot size, density and lot width requirements of this chapter and, if not serviced by public sewer, shall have an area suitable for subsurface wastewater disposal according to the Maine Subsurface Wastewater Disposal Rules. In addition, the lots shown in the standard subdivision sketch plan shall be designed in accordance with subdivision standards and shall not require a variance or waiver from the existing ordinances or regulations in order to achieve the layout supporting the proposed density.~~

(2) (1) In order to determine the maximum number of dwelling units permitted on a tract of land the net residential acreage shall be determined by calculating net area and subtracting 15% of the area of the lot to account for roads and parking.

~~(3) (2)~~ A cluster development layout shall be submitted indicating a minimum of 35% open space and significant natural features.

C. Dimensional requirements.

(5) The maximum lot coverage of 20% in the Rural District may be allowed by the Planning Board to be increased to 40% on lots smaller than 40,000 square feet in area.

Part 2: Effective Date.

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

APPENDIX 8

An Ordinance to Amend Chapter 145 (Land Use) of the Code of the Town of Wells to Revise the Reviewing Authority Process

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 Revise the Reviewing Authority Process” to read as follows:

Part 1: Chapter 145 (Land Use), Attachment 1, entitled “Reviewing Authority Chart” is hereby amended as follows:

LAND USE
145 Attachment 1
Town of Wells
Reviewing Authority Chart
[Amended 11-2-2004]

	<u>SCOPE</u>	<u>REVIEWING AUTHORITY</u>		
		<u>I</u>	<u>II</u>	<u>III</u>
	Use or Structure	Code Enforcement Officer And Planner₆	Staff Review Committee₆	Planning Board
<u>A.</u>	New use requiring site plan approval ₂ Or <u>Change to a use requiring site plan approval with increased gross floor area, or land area</u> Or <u>Resumption of an existing use requiring site plan approval₂</u>	No	Up to 6,000 sq. ft. gross floor area and/or <u>lot coverage₃</u> land area₃ Or <u>Fewer than Up to 25 new or additional parking spaces₃ required under §145-39</u> And The property is not subject to a prior site plan approval by a higher reviewing authority₂ or the former Site Review Board except as provided in Note 4 below.	Over 6,000 sq. ft. gross floor area And/or <u>lot coverage₃</u> land area₃ Or Over 25 <u>new or additional</u> parking spaces required under §145-39 Or Any telecommunication towers, <u>or utility transmission lines or public utility facilities</u>
<u>B.</u>	Expansion of, <u>change to, or amendment to</u> an existing use requiring site plan review (except as provided in Section <u>C below</u>)	Enlargement by Alteration of less than 1,000 sq. ft. gross floor area and/or lot coverage₃ land area₃ And 5 or fewer additional parking spaces ₃ required under §145-39 And The property is not subject to a prior site plan approval by a higher reviewing authority₂ or the former Site Review Board	Enlargement by Alteration of 1,000 to 6,000 sq. ft. and or lot coverage₃ land area₃ Or More than 5 and up to 25 additional parking spaces ₃ required under §145-39 And The property is not subject to a prior site plan approval by a higher reviewing authority₂ or the former Site Review Board except as provided in Note 4 below.	Enlargement by Alteration of over 6,000 sq. ft. gross floor area and/or lot coverage₃ land area₃ Or Over 25 additional parking spaces required under §145-39
<u>C.</u>	<u>Amendment to an approved site plan involving minor alterations₅</u>	<u>Alteration of less than 300 sq. ft. gross floor area or lot coverage₃</u> Or <u>Less than 5 additional or relocated parking spaces₃</u>	<u>Alteration of 300 sq. ft. to 2,000 sq. ft. and or lot coverage₃</u> Or <u>More than 5 and up to 25 additional parking spaces₃</u>	<u>Alteration of over 2,000 sq. ft. gross floor area and/or lot coverage₃</u> Or <u>Over 25 additional parking spaces</u>

<u>D.</u>	<u>Amendment to an approved site plan involving an increase in vegetated lot area currently not proposed to be developed</u>	Yes	No	No
<u>E.</u>	Amendment to an approved site plan involving only a change of use with no other proposed changes to the approved site plan ¹	Yes	No	No
<u>F.</u>	Amendments to an approved site plan involving changes only to uses or structures not ordinarily requiring site plan approval ¹	Any such changes shall be designated on a copy of the approved site plan by the applicant, and the plan shall be submitted to the Code Enforcement Officer for filing in the Office of Planning and Development. Such changes do not require site plan approval as set forth in Article X unless the Code Enforcement Officer finds that such changes may create a significant impact on the other uses on the site for which site plan review was required.		
<u>G.</u>	Amendments to an approved site plan involving field changes to an approved site plan during construction period.	See §145-74G(4)		

NOTES:

- 1 A change of use from a use having site plan approval to another use requiring site plan approval shall be processed as a site plan amendment. ~~Any other changes of use shall be processed as a new site plan application. Changes involving uses listed in Article V as a permitted use not requiring site plan approval shall not be processed as a site plan amendment.~~
- 2 ~~Site Plan approval shall expire if a use has been established and then discontinued for five years or more per 145-74F(3). Uses discontinued for more than one year but for less than two years may be resumed upon obtaining a use permit. A use that has lapsed for less than one year shall not be considered to be discontinued, and a new use permit shall not be required.~~
- 3 ~~Accumulated alterations within~~ Within any five-year period, ~~and not including parking areas required by §145-39~~
- 4 Properties subject to a prior site plan approval by the Planning Board or the former Site Review Board shall be reviewed by the Planning Board, except that the Staff Review Committee may review and approve amendments to such site plans in the following circumstances: a) the change does not involve an increase in gross floor area of greater than 2,000 square feet within a 5 year period, and b) does not involve an increase of lot coverage area greater than 4,000 square feet within a 5 year period, ~~the change does not involve an increase in gross floor area of greater than 10% of the existing total gross floor area of structures on the property~~, and (c) the change does not involve the proposed change of any condition or restriction placed on the prior approval. ~~The Staff Review Committee may, for whatever reason, refer any such proposed site plan amendment to the Planning Board for review.~~
- 5 Minor Alterations Include the following: (1) changes to the approved location of a structure footprint, dumpster, lighting and sign up to 5 feet horizontally; (2) changes to utilities such as water, sewer, or electrical placement due to WSD, KK&WWD, Power Company, or Town Engineer recommendations; (3) structural alterations/additions to accommodate sheds, bulkheads, decks, stairs and other minor structural alterations/ additions; (4) alternations in drainage that have an insignificant effect on stormwater management or erosion control plans; (5) minor landscaping, parking reconfigurations, and planting changes.
- 6 Conditions of approval or notes written on the face of the site plan may be amended only by the reviewing authority that approved the site plan (§145-74G(1)(b)) or the Planning Board.

Part 2: Chapter 145 (Land Use), § 145-74, entitled “Review and approval processes” is hereby amended as follows:

B. Code Enforcement Officer and Planner review process.

- (1) Applications for site plan approval are to be filed with the Office of Planning and Development. Within seven days of receiving an application, along with certification that the

abutters have been notified of the proposed plan by the applicant, the Code Enforcement Officer and Planner shall determine whether the proposed use meets the requirements of Articles **V**, **VI** and **VII** and shall determine whether the application is complete. If it does not meet the requirements of Articles **V**, **VI** and **VII** the Code Enforcement Officer shall notify the applicant in writing that the application has been denied. If it does meet Articles **V**, **VI** and **VII** it shall be reviewed for completeness. If it is not complete, the applicant shall be notified, in writing, of the additional information required to complete the application.

(2) Within 14 days of determining the application is complete, the Code Enforcement Officer and Planner shall approve the application and sign the site plan, approve the application with conditions and sign the site plan or deny the application.[Amended 11-7-2000]

(3) The Code Enforcement Officer and Planner shall only approve a site plan application if the Code Enforcement Officer and Planner determines that the plan meets the criteria of § **145-75**. The Code Enforcement Officer and Planner shall prepare written findings of fact, based on the evidence presented, including his conclusions and basis thereof.

(4) Failure of the Code Enforcement Officer and Planner to act on a complete application within 14 days shall constitute a denial of the application.

F. Expiration. [Amended 6-12-2012]

(3) Site plan approval shall expire if a use has been established and then discontinued for ~~two~~ five years or more.

G. Amendment to approved site plans.

(1) An applicant shall request approval for amendments (modifications, erasures, deletions or additions, etc.) to said approved site plan and its conditions or notes, if any, whenever new facts or circumstances arise that would require approval under § **145-70**. A new, revised site plan shall be submitted indicating such changes and shall be approved by the same reviewing authority that approved the site plan, unless the Staff Review Committee or Code Enforcement Officer and Planner ~~are~~ is expressly authorized to approve the amendment according to the table in § **145-71**. If the scope of the proposed amendment would ordinarily require a higher reviewing authority, the site plan amendment application shall be submitted to the higher reviewing authority for consideration. The new, revised site plan shall be accompanied by an amendment application form provided by the Office of Planning and Development.[Amended 4-18-1998; 11-6-2012]

(a) If the site plan has been approved by a reviewing authority that no longer exists, the Planning Board shall be the reviewing authority for any amendments unless allowed as an exemption by the Reviewing Authority Chart.

(b) Conditions of approval or notes written on the face of the site plan may be amended only by the reviewing authority that approved the site plan or higher reviewing authority per the Reviewing Authority Chart.

Part 3: Chapter 145 (Land Use), § 145-78, entitled “Appeals” is hereby amended as follows:

A. If the Code Enforcement Officer and Planner or Staff Review Committee denies or grants an approval for a site plan application that is objectionable to the applicant or to any abutting landowner or to any aggrieved person who can demonstrate a direct negative impact, or when it is claimed that the provisions of this chapter do not apply or that the true intent and meaning of this chapter have been misconstrued or wrongfully interpreted, the applicant, an abutting landowner or an aggrieved person may appeal the decision to the Planning Board within 30 days of the reviewing authority's decision. The Planning Board shall review the site plan application and the decision of the Code Enforcement Officer and Planner or the Staff Review Committee.

- (1) If the Planning Board finds that the application meets the criteria of §§ **145-75, 145-76** and **145-77** it shall approve the application.
- (2) If the Planning Board finds that the application does not meet the criteria of §§ **145-75, 145-76** and **145-77**:
 - (a) The Board shall deny the application; or
 - (b) The Board shall allow the applicant to submit to the Planning Board changes to the application to correct the deficiency. If necessary, the Planning Board may conduct any additional meetings sufficient to review submitted changes; or
 - (c) The Board may place conditions of approval on the application which remedy the deficiency.
- (3) A denial by the Code Enforcement Officer and Planner or the Staff Review Committee will automatically be placed on the Planning Board agenda as an appeal unless the applicant withdraws the application.
- (4) Any appeal to the Planning Board shall be a listed agenda item and appear on a meeting agenda posted as per § **145-74D(1)**.

Part 4: Effective Date.

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

TABLE 1**FY 2017 MUNICIPAL REVENUE PROJECTIONS**

<u>DESCRIPTION</u>	<i>FY 16</i>	<i>FY 17</i>	<u>CHANGE</u>
	<u>APPROVED BUDGET</u>	<u>PROPOSED BUDGET</u>	
Town Clerk Fees-Lodging	26,000.00	29,000.00	3,000.00
Town Clerk Fees-Other-(Marriage lic, etc)	23,000.00	25,000.00	2,000.00
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	10,500.00	11,000.00	500.00
Background Checks	500.00	500.00	0.00
Legal Ads	3,300.00	3,300.00	0.00
Town Clerk Agent Fee	1,500.00	1,500.00	0.00
Total Town Clerk	69,100.00	74,600.00	5,500.00
Auto Excise Tax	1,950,000.00	1,975,000.00	25,000.00
Interest & Penalties	80,000.00	80,000.00	0.00
Auto Registrations	35,550.00	35,500.00	-50.00
Interest Earned	40,000.00	25,000.00	-15,000.00
Cable TV Fees	138,155.00	140,000.00	1,845.00
Chick A Dee Fund	325.00	325.00	0.00
Admin Misc	7,000.00	7,000.00	0.00
State- Mun Rev Sharing	210,000.00	210,000.00	0.00
Snowmobile	1,600.00	1,600.00	0.00
Tree Growth	29,000.00	29,000.00	0.00
Homestead	120,000.00	125,000.00	5,000.00
Veteran Reimbursement	9,000.00	10,000.00	1,000.00
BETE reimbursement	30,760.00	34,000.00	3,240.00
General Assistance	2,000.00	2,000.00	0.00
Rachel Carson	4,000.00	4,000.00	0.00
State Park	1,000.00	1,000.00	0.00
Sub Total- Gen Office	2,658,390.00	2,679,425.00	21,035.00
Appeals Board	500.00	500.00	0.00
Plumbing permits	18,000.00	25,000.00	7,000.00
Building permits	110,000.00	120,000.00	10,000.00
Street Openings	500.00	500.00	0.00
Code Enforcement Fines	6,000.00	6,000.00	0.00
Base Fee	25,000.00	27,500.00	2,500.00
Re- Inspections	800.00	1,000.00	200.00
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	3,000.00	3,000.00	0.00
Miscellaneous	1,500.00	1,500.00	0.00
Lodging Enforcement	500.00	500.00	0.00
Sign Permits	500.00	500.00	0.00
Sub Total Code	172,800.00	192,500.00	19,700.00
Planning Board	15,000.00	17,000.00	2,000.00
Staff Review Fees	3,000.00	3,000.00	0.00
Sub Total Planning	18,000.00	20,000.00	2,000.00
Gun Permits	1,000.00	1,000.00	0.00
Accident Reports	1,500.00	1,500.00	0.00
Police Fines	4,000.00	4,000.00	0.00
Police Alarms	1,000.00	1,000.00	0.00
Misc.	1,000.00	1,000.00	0.00
Dispatch - OGT	90,000.00	90,000.00	0.00
Salary Reimbursement	23,000.00	23,000.00	0.00
Sub Total Police	121,500.00	121,500.00	0.00
Restaurant Lease	75,000.00	75,000.00	0.00
Marina Lease	4,500.00	4,500.00	0.00
Public Hoist	200.00	200.00	0.00
Bait Locker	2,800.00	2,800.00	0.00
Pumpout Fees	50.00	50.00	0.00
Sub Total Harbor	82,550.00	82,550.00	0.00
Library	9,000.00	9,000.00	0.00
Salary Reimbursement	9,000.00	0.00	-9,000.00
Work Order Billing	18,000.00	0.00	-18,000.00
Fuel Billing Revenue	230,000.00	0.00	-230,000.00
Sub Total Public Works*	257,000.00	0.00	-257,000.00
URIP	190,000.00	200,000.00	10,000.00
Totals	3,578,340.00	3,379,575.00	-198,765.00

*Public Works Revenues removed per Auditor recommendation to book revenue against salary and operation expense lines.

TABLE 2

FY 2017 PASS THROUGH ACCOUNTS

<u>PURPOSE</u>	<u>RECEIPT</u>	<u>AMOUNT</u>
State IF&W	Town Clerk	71,000.00
Vital Records	Town Clerk	2,000.00
Dogs	Town Clerk	7,000.00
Applicant Costs/ Legal Ads & Postage	ZBA/ Planning	2,500.00
State Auto Registrations	General Office	770,000.00
Total		852,500.00

<u>PURPOSE</u>	<u>PAYMENT TO</u>	<u>AMOUNT</u>
State IF&W	Town Clerk	71,000.00
Vital Records	Town Clerk	2,000.00
Dogs	Town Clerk	7,000.00
Applicant Costs/ Legal Ads & Postage	ZBA/ Planning	2,500.00
State Auto Registrations	General Office	770,000.00
Total		852,500.00

TABLE 3**FY 2016 PROPOSED SALARIES**

<u>POSITION TITLE</u>	<u>FY 16 PROPOSED</u>	<u>FY 16 CURRENT</u>	<u>FY 17 PROPOSED*</u>
TOWN MANAGER			
TOWN MANAGER	112,257.00	116,526.00	116,974.00
ADMINISTRATIVE ASSISTANT	44,668.00	45,552.00	45,215.00
RECORDING SECRETARY	6,240.00	6,438.00	8,000.00
OVERTIME	2,000.00	2,000.00	2,000.00
TOTAL TOWN MANAGER	165,165.00	170,516.00	172,189.00
ADMINISTRATION			
TREASURER	60,261.00	67,728.00	67,208.00
DEPUTY TREASURER	48,013.00	48,013.00	48,609.00
ACCOUNTANT	47,256.00	47,256.00	47,836.00
DEP. TAX COLLECTOR	45,699.00	45,699.00	46,249.00
ASST. TAX COLLECTOR	34,884.00	34,884.00	35,308.00
ASST. TAX COLLECTOR	36,294.00	36,294.00	36,749.00
OVERTIME	2,000.00	2,000.00	1,000.00
TOTAL ADMINISTRATION	274,407.00	281,874.00	282,959.00
TOWN CLERK			
DEPUTY TOWN CLERK/OFFICE MANAGER	36,294.00	36,294.00	36,749.00
DEPUTY TOWN CLERK/VOTER REGISTRAR	36,294.00	36,294.00	36,749.00
DEPUTY TOWN CLERK	33,454.00	33,454.00	35,308.00
ELECTION WORKERS	14,000.00	14,000.00	14,000.00
OVERTIME	2,000.00	2,000.00	2,000.00
TOTAL TOWN CLERK	122,042.00	122,042.00	124,806.00
HUMAN RESOURCES			
HUMAN RESOURCES DIRECTOR	59,881.00	63,304.00	63,548.00
VOLUNTEER COORDINATOR	14,560.00	14,560.00	15,000.00
TOTAL HUMAN RESOURCES	74,441.00	77,864.00	78,548.00
ASSESSOR			
ASSESSOR	68,860.00	70,232.00	69,703.00
ASSISTANT ASSESSOR	45,699.00	45,699.00	46,249.00
ASSESSOR'S CLERK	34,274.00	34,274.00	36,123.00
ASSESSOR'S CLERK - PART TIME	21,776.00	21,776.00	21,965.00
TOTAL ASSESSOR'S OFFICE	170,609.00	171,981.00	174,040.00

PLANNING/TOWN ENGINEER

PLANNER/TOWN ENGINEER	73,251.00	76,749.00	75,735.00
PLANNING ASSISTANT	45,699.00	45,699.00	46,781.00
TOTAL PLANNING/TOWN ENGINEER	118,950.00	122,448.00	122,516.00

CODE ENFORCEMENT

CODE ENFORCEMENT OFFICER	69,196.00	71,889.00	70,044.00
ASSISTANT CEO	56,114.00	56,114.00	47,126.00
ASSISTANT CEO	46,562.00	46,562.00	44,112.00
ASSISTANT CEO	42,100.00	42,100.00	40,800.00
SECRETARY	37,115.00	37,115.00	37,563.00
SECRETARY	37,115.00	37,115.00	37,563.00
OVERTIME	1,500.00	1,500.00	1,500.00
TOTAL CODE ENFORCEMENT	289,702.00	292,395.00	278,708.00

POLICE

POLICE CHIEF	96,553.00	98,467.00	97,726.00
POLICE LIEUTENANT	80,773.00	82,393.00	81,759.00
POLICE LIEUTENANT	74,818.00	74,818.00	72,779.00
SECRETARY	43,889.00	43,889.00	44,433.00
SECRETARY/CLERK	36,294.00	36,294.00	36,749.00
SUBTOTAL - ADMINISTRATION	332,327.00	335,861.00	333,446.00
POLICE OFFICER	57,355.00	57,355.00	56,188.00
POLICE OFFICER	57,355.00	57,355.00	57,900.00
POLICE OFFICER	55,525.00	55,525.00	55,666.00
POLICE OFFICER	57,187.00	57,187.00	56,606.00
POLICE OFFICER	54,409.00	54,409.00	55,520.00
POLICE OFFICER	56,577.00	56,577.00	58,673.00
POLICE OFFICER	54,830.00	54,830.00	56,000.00
POLICE OFFICER	52,621.00	52,621.00	57,295.00
POLICE OFFICER	53,063.00	53,063.00	56,188.00
POLICE OFFICER	55,924.00	55,924.00	53,724.00
POLICE OFFICER	54,409.00	54,409.00	55,875.00
POLICE OFFICER	52,326.00	52,326.00	57,295.00
POLICE OFFICER	54,409.00	54,409.00	55,875.00
POLICE OFFICER - CORPORAL	61,921.00	61,921.00	62,598.00
POLICE OFFICER - CORPORAL	58,449.00	58,449.00	59,174.00
POLICE OFFICER - SERGEANT	57,376.00	57,376.00	67,714.00
POLICE OFFICER - SERGEANT	64,067.00	64,067.00	67,651.00
POLICE OFFICER - SERGEANT	68,443.00	68,443.00	69,530.00
POLICE OFFICER - SERGEANT	66,886.00	66,886.00	66,127.00
POLICE OFFICER - SERGEANT	66,635.00	66,635.00	66,127.00
CONTRACT LONGEVITY, STEP RAISES	19,844.00	19,844.00	0.00
SUBTOTAL - POLICE	1,179,611.00	1,179,611.00	1,191,726.00

OFFICER/SERGEANTS/CORPORAL			
RESERVE - SEASONAL	125,868.00	125,868.00	128,385.00
HOLIDAYS	81,932.00	81,932.00	94,500.00
OVERTIME	127,102.00	127,102.00	130,915.00
TOTAL POLICE	1,846,840.00	1,850,374.00	1,878,972.00
ANIMAL CONTROL			
ANIMAL CONTROL OFFICER	42,101.00	42,101.00	44,433.00
ANIMAL CONTROL - CALL OUT	3,100.00	3,100.00	3,100.00
TOTAL ANIMAL CONTROL	45,201.00	45,201.00	47,533.00
DISPATCH			
DISPATCHER	50,496.00	50,496.00	51,386.00
DISPATCHER	49,865.00	49,865.00	50,780.00
DISPATCHER	49,865.00	49,865.00	50,780.00
DISPATCHER	49,865.00	49,865.00	50,780.00
DISPATCHER	49,865.00	49,865.00	41,217.00
HOLIDAYS	16,631.00	16,631.00	16,632.00
SUB TOTALS - DISPATCHERS	266,587.00	266,587.00	261,575.00
PART-TIME	27,234.00	27,234.00	27,778.00
OVERTIME	42,694.00	42,694.00	43,974.00
TOTAL DISPATCH	336,515.00	336,515.00	333,327.00
FIRE			
FIRE CHIEF	89,640.00	90,535.00	89,847.00
SECRETARY	38,542.00	38,542.00	39,004.00
SUB TOTAL ADMINISTRATION	128,182.00	129,077.00	128,851.00
FIREFIGHTER/CAPTAIN	64,730.00	64,730.00	66,257.00
FIREFIGHTER/CAPTAIN	64,210.00	64,210.00	65,737.00
FIREFIGHTER/CAPTAIN	63,690.00	63,690.00	64,437.00
FIREFIGHTER	48,843.00	48,843.00	49,789.00
FIREFIGHTER	48,843.00	48,843.00	49,789.00
FIREFIGHTER	54,326.00	54,326.00	56,707.00
FIREFIGHTER	54,586.00	54,586.00	56,176.00
FIREFIGHTER	48,844.00	48,844.00	55,915.00
FIREFIGHTER	45,980.00	45,980.00	49,789.00
SUB TOTAL REGULAR SALARIES	494,052.00	494,052.00	514,596.00
RESERVE/SEASONAL	21,577.00	21,577.00	21,577.00
OVERTIME	168,617.00	168,617.00	174,777.00
FIRE CALL	83,402.00	83,402.00	83,402.00
TOTAL FIRE	895,830.00	896,725.00	923,203.00
EMERGENCY MANAGEMENT			
PART-TIME	5,000.00	5,000.00	5,000.00

HIGHWAY

ROAD COMMISSIONER	88,738.00	90,514.00	89,825.00
CREW CHIEF	48,560.00	48,560.00	49,089.00
MECHANIC	29,309.00	28,404.00	0.00
MECHANIC	58,155.00	58,155.00	60,406.00
EQUIPMENT OPERATOR 1	44,058.00	44,058.00	44,558.00
EQUIPMENT OPERATOR 2	42,375.00	42,375.00	44,558.00
EQUIPMENT OPERATOR 3	43,111.00	43,111.00	43,618.00
EQUIPMENT OPERATOR 4	43,111.00	43,111.00	43,618.00
EQUIPMENT OPERATOR 5	36,062.00	36,062.00	37,026.00
EQUIPMENT OPERATOR 6	36,273.00	36,273.00	36,498.00
EQUIPMENT OPERATOR 7	37,704.00	37,704.00	35,954.00
EQUIPMENT OPERATOR 8	36,062.00	36,062.00	35,922.00
SUBTOTAL REGULAR WAGES	543,518.00	544,389.00	521,072.00
RESERVE/SEASONAL	11,740.00	11,740.00	11,740.00
OVERTIME	35,841.00	35,841.00	35,841.00
GRAVESITE BEAUTIFICATION	19,320.00	19,320.00	19,320.00
TOTAL HIGHWAY	610,419.00	611,290.00	587,973.00

HARBOR

HARBOR MASTER	52,767.00	54,346.00	53,937.00
DEPUTY HARBOR MASTER PART TIME	20,000.00	20,000.00	15,000.00
TOTAL HARBOR	72,767.00	74,346.00	68,937.00

RECREATION

RECREATION DIRECTOR	65,464.00	68,548.00	68,032.00
ASSISTANT REC. DIRECTOR	45,026.00	46,372.00	46,024.00
SECRETARY	38,272.00	33,664.00	33,408.00
SEASONAL	7,000.00	7,000.00	7,000.00
PROGRAM/ACTIVITIES COORDINATOR	39,534.00	40,060.00	39,765.00
MAINTENANCE GROUNDSKEEPER	38,587.00	41,045.00	39,443.00
OVERTIME	3,000.00	3,000.00	3,000.00
TOTAL RECREATION	236,883.00	239,689.00	236,672.00

LIBRARY

LIBRARY DIRECTOR	50,147.00	54,283.00	53,862.00
ASST. DIRECTOR	44,508.00	45,404.00	45,053.00
CIRCULATION COORDINATOR	38,903.00	40,060.00	39,765.00
REFERENCE/TECHNOLOGY	36,763.00	37,815.00	37,387.00
LIBRARY CATALOGER	33,079.00	34,051.00	33,670.00
LIBRARY ADMINISTRATIVE ASSISTANT	22,626.00	24,036.00	23,762.00
LIBRARY ASSISTANT	24,652.00	25,145.00	25,990.00

LIBRARY ASSISTANT	12,187.00	12,515.00	12,230.00
LIBRARY ASSISTANT	7,595.00	7,822.00	7,275.00
LIBRARY MAINTENANCE	14,277.00	14,865.00	14,752.00
SEASONAL	4,940.00	6,550.00	6,550.00
TOTAL LIBRARY	289,677.00	302,546.00	300,296.00
LIFEGUARDS	100,000.00	100,000.00	0.00
GENERAL GOVERNMENT			
SELECTMEN	5,000.00	5,000.00	5,000.00
FACILITIES MANAGER	35,978.00	35,978.00	37,084.00
FACILITIES MANAGER OVERTIME	2,000.00	2,000.00	2,000.00
TRAIN STATION	18,096.00	18,677.00	21,642.00
TOTAL GENERAL GOVERNMENT	61,074.00	61,655.00	65,726.00
WAGE AND SALARY ADJUSTMENT	40,000.00		45,000.00
WAGE AND SALARY BALANCE			
AFTER ADJUSTMENTS		100,852.00	
GRAND TOTAL	5,755,522.00	5,863,313.00	5,726,405.00

***FY 2017 Salaries are calculated on current or contract hourly rate for 52 weeks and one day of pay.**

TABLE 4**FY 2017 OPERATING EXPENSES BUDGET SUMMARY**

<u>OPERATIONS</u>	<u>FY 16 APPROVED</u>	<u>FY 16 REVISED</u>	<u>FY 17 PROPOSED</u>	<u>CHANGE PROPOSED TO REVISED</u>	<u>FUNDED BY TAXES</u>
<i>BOARDS & COMMITTEES</i>					
CONSERVATION BOARD	3,700.00	4,750.00	3,700.00	-1,050.00	3,700.00
TOTAL BOARDS	3,700.00	4,750.00	3,700.00	-1,050.00	3,700.00
<i>BEACH AND HARBOR</i>					
LIFE GUARDS	21,000.00	21,000.00	0.00	-21,000.00	0.00
HARBOR MASTER	35,168.00	35,168.00	31,904.00	-3,264.00	31,904.00
TOTAL BEACH AND HARBOR	35,168.00	35,168.00	31,904.00	-24,264.00	31,904.00
<i>DEBT SERVICE</i>					
BOND REPAYMENT	539,213.00	539,213.00	525,338.00	-13,875.00	525,338.00
<i>GENERAL GOVERNMENT</i>					
TOWN CLERK	40,640.00	40,640.00	38,550.00	-2,090.00	38,550.00
ADMINISTRATION	80,892.00	80,892.00	81,592.00	700.00	81,592.00
ASSESSOR	19,350.00	27,350.00	14,700.00	-12,650.00	14,700.00
TOWN MANAGER	130,750.00	130,750.00	131,600.00	850.00	131,600.00
GENERAL GOVERNMENT	349,864.00	356,346.00	358,881.00	2,535.00	358,881.00
PLANNING	19,116.00	19,116.00	18,978.00	-138.00	18,978.00
CODE ENFORCEMENT	19,000.00	19,000.00	18,800.00	-200.00	18,800.00
IT INFRASTRUCTURE	244,834.00	274,721.00	246,809.00	-27,912.00	246,809.00
INFORMATION CTR	37,000.00	37,000.00	37,000.00	0.00	37,000.00
BENEFITS & INSURANCE	1,786,920.00	1,786,920.00	1,803,607.00	16,687.00	1,803,607.00
PROPERTY & LIABILITY	421,337.00	421,337.00	468,000.00	46,663.00	468,000.00
HUMAN RESOURCES	28,780.00	28,780.00	36,530.00	7,750.00	36,530.00
TOTAL GENERAL GOV.	3,178,483.00	3,222,852.00	3,255,047.00	32,195.00	3,255,047.00
<i>PUBLIC SAFETY</i>					
POLICE	425,830.00	456,830.00	438,284.00	-18,546.00	438,284.00
FIRE	276,700.00	276,700.00	276,670.00	-30.00	276,670.00
DISPATCH	108,170.00	116,170.00	108,670.00	-7,500.00	108,670.00
EMA	16,200.00	16,200.00	16,000.00	-200.00	16,000.00
ANIMAL CONTROL	15,145.00	15,145.00	15,547.00	402.00	15,547.00
WEMS	220,000.00	220,000.00	220,000.00	0.00	220,000.00
TOTAL PUBLIC SAFETY	1,062,045.00	1,101,045.00	1,075,171.00	-25,874.00	1,075,171.00

PUBLIC WORKS

HIGHWAY	710,000.00	710,000.00	520,000.00	-190,000.00	520,000.00	
PUBLIC WORKS BUILDINGS	32,300.00	32,300.00	33,000.00	700.00	33,000.00	
TRANSFER STATION	50,000.00	50,000.00	100,000.00	50,000.00	100,000.00	Note A
TOTAL PUBLIC WORKS	792,300.00	792,300.00	653,000.00	-139,300.00	653,000.00	

EDUCATION & LEISURE

RECREATION	69,257.00	69,257.00	70,007.00	750.00	70,007.00	
LIBRARY	106,510.00	106,510.00	108,060.00	1,550.00	108,060.00	
WELLS ACTIVITY CENTER	23,076.00	23,076.00	23,076.00	0.00	23,076.00	
TOTAL EDUCATION & LEISURE	198,843.00	198,843.00	201,143.00	2,300.00	201,143.00	

SOCIAL SERVICES

GRANTS	121,869.00	121,869.00	129,028.00	7,159.00	129,028.00	
TOTAL SOCIAL SERVICES	121,869.00	121,869.00	129,028.00	7,159.00	129,028.00	

GRAND TOTAL	5,952,621.00	6,037,040.00	5,874,331.00	-162,709.00	5,874,331.00	
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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 third year of operations an operational 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 its operations. The salaries for the Transfer Station are funded from the Transfer Station Enterprise Fund.

**TABLE 5
CIP FUNDING PROGRAM**

	EXISTING FUND	Balance @ 3/17/16	CIP FY 17 Proposed	CIP FY 17 Approp	Proposed From		
					Taxes	Undistributed Budget	Reserves
Buildings and Building Improvements							
Library - 3M Security Gates	0817	62,976.65	9,000.00	15,000.00	9,000.00		
Library - Interior/Exterior LED Lights	0817	62,976.65	15,100.00	15,100.00	15,100.00		
Library - CATV Studio	0807	46,753.87		40,000.00			
Library - Water & Sewer Line	0817	62,976.65	25,000.00	25,000.00	25,000.00		
Town Hall - Complete General Office Move	0817	62,976.65	50,000.00	50,000.00	50,000.00		
Sub Total- Building Improvements			99,100.00	145,100.00	99,100.00	0.00	0.00
Conservation							
Conservation - Land Acquisition	0705	623,545.47	100,000.00		100,000.00		
Sub Total- Conservation			100,000.00	0.00	100,000.00	0.00	0.00
Vehicles							
Fire - Truck reserve	0703	975,541.58		500,000.00			
Harbor - Utility Vehicle	0827	53,886.44		21,000.00			
Highway - Equipment Reserve	0701	46,841.77	150,000.00	30,000.00	150,000.00		
Town Manager - Facility Manager Vehicle	0827	53,886.44		21,000.00			
WEMS - Ambulance	0715	159,175.85	60,000.00		60,000.00		
Sub Total- Vehicles			210,000.00	572,000.00	210,000.00	0.00	0.00
Technology Plan							
Finance - MUNIS Dashboard & ESS	0740	98,731.30	20,000.00	20,000.00	20,000.00		
IT - Proposed Capital Technology Expenses	0740	98,731.30	131,000.00	131,000.00	131,000.00		
IT - Tech Committee	0830	95,568.99	41,682.00	41,682.00	41,682.00		
Police - Communications Survey	0947	120,124.15		10,000.00			
Sub Total- Technology Plan			192,682.00	202,682.00	192,682.00	0.00	0.00
Infrastructure							
Harbor - Floats	0013	28,970.82	15,000.00	30,000.00	15,000.00		
Harbor - Pier Rehab	0012	127,001.77		10,000.00			
Highway - Infrastructure Reserve	0708	547,573.00	125,000.00	60,000.00	125,000.00		

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Highway - Harbor Road Sidewalk	0704	257,816.84	50,000.00	50,000.00	50,000.00		
Highway - Paving/Culverts& Bridges	0723	257,849.77	1,000,000.00	1,000,000.00	300,000.00	700,000.00	
Highway - Sidewalk Reserve Funding	0704	257,816.84	40,000.00	40,000.00	40,000.00		
Sub Total- Infrastructure			1,230,000.00	1,190,000.00	530,000.00	700,000.00	0.00
<u>Equipment</u>							
Fire - SCBA Bottles	0734	43,078.87	10,000.00		10,000.00		
Fire - Standardization of Nozzles	0734	43,078.87		7,500.00			
Fire - Thermal Cameras	0734	43,078.87	5,000.00	24,000.00	5,000.00		
Highway - Sign Shop Equipment	0701	46,841.77	10,000.00	10,000.00	10,000.00		
Town Clerk - Copier/Scanner/Fax Machine	0736	46,742.78		6,000.00			
Town Clerk - Voting Machine Lease	0736	46,742.78		2,700.00			
WEMS- EKG/Defib	0735	10,804.15	15,000.00		15,000.00		
Sub Total- Equipment			40,000.00	50,200.00	40,000.00	0.00	0.00
<u>Other</u>							
Code Enforcement - Scanning Project	0739	25,727.57	10,000.00	10,000.00	10,000.00		
Harbor - Eastern Shore Pier Access	0012	127,001.77		30,000.00			
Highway - Crosswalk Lights	0739	25,727.57	12,000.00	19,500.00	12,000.00		
Highway - Sign Inventory	0701	46,841.77	15,000.00	15,000.00	4,895.00		10,105.00
Planning - Comprehensive Plan Implementation	0739	25,727.57		5,000.00			
Town Manager - Buffam Hill Cemetery	0727	41,736.31	60,000.00	60,000.00		60,000.00	
Town Manager - Garage Solar Panel Buy-Out	New	0.00	10,000.00		10,000.00		
Town Manager - Harbor Park Maintenance	0907	32,211.65	10,000.00	5,000.00	10,000.00		
Town Manager - Municipal Land Reserve	0706	50,027.49	75,000.00			75,000.00	
Town Manager - Pocket Park	0727	41,736.31		30,000.00			
Town Manager - RT 109 Corridor Traffic Study	0814	15,595.71	30,000.00	30,000.00		30,000.00	
Sub Total - Other			222,000.00	219,500.00	46,895.00	165,000.00	10,105.00
Grand Total							
			2,093,782.00	2,364,482.00	1,218,677.00	865,000.00	10,105.00
FY 2017 Totals							
			1,705,711.00	1,804,023.00	1,018,211.00	200,000.00	487,500.00
Difference							
			388,071.00	560,459.00	200,466.00	665,000.00	-477,395.00

TABLE 6
FY 2017 ENTERPRISE FUNDS

FY 17 PROJECTION

BEACH OPERATIONS ENTERPRISE		
BEACH REVENUE	407,000.00	Note A
BEACH SALARIES	207,760.00	
BEACH OPERATIONS & CIP	376,602.00	
RECREATION PROGRAM ENTERPRISE		
PROGRAM REVENUE	344,500.00	Note B
PROGRAM SALARIES	124,000.00	
PROGRAM OPERATIONS & CIP	213,064.00	
TRANSFER STATION ENTERPRISE		
TRANSFER REVENUE	313,750.00	Note C
TRANSFER OPERATIONS DEPOSIT		
*	100,000.00	
TRANSFER SALARIES	136,000.00	
TRANSFER OPERATIONS & CIP	395,461.00	

Note A

The Selectmen created the Beach Operations Enterprise Fund in FY 13. An Enterprise Fund is self-supporting, that is, Revenues cover all Operating Expenses. The Revenue for the Beach Operations Enterprise 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, lifeguard operations, the parking lots, and the cost of the pay and display meters. The Salaries for Restroom Cleaning, Parking Lot Attendants, Lifeguards and Piping Plovers are funded from the Beach Operations Enterprise Fund.

Note B

The Selectmen under the authority of the Town Charter created a Recreation Program Enterprise Fund for FY 14. An Enterprise Fund is self-supporting, that is, Revenues cover all Operating Expenses. The Revenue for the Recreation Program Enterprise Fund will be from enrollment in Recreation Programs. The Expenses will be to run the advertised Recreation Programs. The Salaries for the Recreation Program Seasonal Staff and Before/After Care Program are paid by the Recreation Program Enterprise Fund.

Note C

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 third year of operations an operational deposit is budgeted. The Revenue for the Transfer Station Enterprise Fund is from all Transfer Station transactions. The Expenses will be to maintain the Transfer Station and its operations. The Salaries for Transfer Station Employees are funded from the Transfer Station Enterprise Fund.

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

Building and Building Improvements

- 1) **Library – 3M Security Gates (0817)** – Proposed addition and expenditure of funds for the replacement of security gates at the Library which help to protect the library’s investment in materials. The fund balance of 0817 as of March 17, 2016 is \$100,221.65. The Proposed Amount requested is \$9,000.00. The Expended Amount requested is \$15,000.00.
- 2) **Library – Interior/Exterior LED Lights (0817)** – Request is to repair and replace the overhead fluorescent lighting in staff areas and offices with LED lights. Request would also replace or retrofit exterior perimeter lights with LED units. The fund balance of 0817 as of March 17, 2016 is \$100,221.65. The Proposed Amount and Expended Amount requested is \$15,100.00.
- 3) **Library – CATV Studio (0807)** – Request is to put forth funds to be used in a CATV studio at the Wells Public Library if the renovation and expansion proceed. This CATV studio would allow the Selectmen to broadcast Selectmen Meetings for a location that could accommodate up to 120 people. The fund balance of 0807 as of March 17, 2016 is \$46,753.87. The Expended Amount requested is \$40,000.00.
- 4) **Library – Water and Sewer Lines (0817)** – The Library requests to update the current sewer and water connections to the facility. Work is planned for this fiscal year so that it is completed prior to the moratorium for digging on Route One that is expected to occur after Route One is paved. The fund balance of 0817 as of March 17, 2016 is \$100,221.65. The Proposed and Expended Amount requested is \$25,000.00.
- 5) **Town Hall – Complete General Office Move (0817)** – The completion of moving the General Office to the first floor. The completion work will include renovating the bathrooms on the first floor, updating light fixtures, construction of an airlock, and an ADA access ramp. The fund balance of 0817 as of March 17, 2016 is \$100,221.65. The Proposed and Expended Amount requested is \$50,000.00.

Conservation Commission

- 1) **Conservation – Land Acquisition (0705)** - The Conservation Commission annual request for funds to be added to this account for potential open space land purchases. The fund balance in 0705 as of March 17, 2016 is \$623,545.47. The Proposed Amount requested is \$100,000.00.

Vehicles

- 1) **Fire Department – Fire Truck Reserve (0703)** - Request is to also eliminate two trucks and purchase one truck. The fund balance of 0703 as of March 17, 2016 is \$975,541.58. The Expended Amount requested is \$500,000.00.
- 2) **Harbor Utility Vehicle (0827)** – The Harbor Master is requesting to purchase a small new or used utility vehicle to be used when running errands for supplies and fuel on a daily basis. The fund balance of 0827 as of March 17, 2016 is \$53,886.44. The Expended Amount requested is \$21,000.00.
- 3) **Highway – Equipment Reserve (0701)** – The Highway Department seeks to add funds to the Highway Equipment Reserve to be used toward future vehicle and equipment purchases. The Highway Department also seeks authorization to purchase an F450. The fund balance of 0701 as of March 17, 2016 is \$49,838.77. The Proposed Amount requested is \$150,000.00. The Expended Amount requested is \$30,000.00.
- 4) **Town Manager – Facilities Manager Vehicle (0827)** – Request is to purchase a new or used vehicle to be used by the facilities manager that will meet the transportation requirements of the position. The fund balance of 0827 as of March 17, 2016 is \$53,886.44. The Expended Amount requested is \$21,000.00.
- 5) **WEMS Ambulance (0715)** - Proposed annual addition to this fund for future ambulance replacement. The fund balance of 0715 as of March 17, 2016 is \$159,175.85. The Proposed Amount requested is \$60,000.00.

Technology Plan

- 1) **Finance – Additional MUNIS Features (0740)** – The Finance Department uses MUNIS for its accounting software. The requested additional features will increase user proficiency while using the software. The fund balance of 0740 as of March 17, 2016 is \$130,501.90. The Proposed and Expended Amount requested is \$20,000.00.
- 2) **IT – Proposed Capital Technology Expenses (0740)** – Upgrade the Town’s Computer Systems with necessary upgrades determined by the Town’s IT Company, Winxnet. The fund balance of 0740 as of March 17, 2016 is \$130,501.90. The Proposed and Expended Amount requested is \$131,000.00.
- 3) **IT - Tech Committee (0830)** - The Technology Reserve account provides a self-funded computer equipment repair and replacement fund. It also funds enhancements and maintenance of the Town’s GIS program. The fund balance of 0830 as of March 17, 2016 is \$109,925.13. The Proposed and Expended Amount requested is \$41,682.00.
- 4) **Police Department – Communications Survey (0947)** - The Police Department requests to work with a communications specialist to determine the correct tower locations to improve communications for Public Safety throughout the Town. The fund balance of 0947 as of March 17, 2016 is \$126,280.23. The Expended Amount requested is \$10,000.00.

Infrastructure

- 1) **Harbor Master – Floats (0013)** – The Harbor Master wishes to continue with a strategic maintenance and replacement program for harbor floats. The plan calls for yearly triage to assess what floats need replacing and what can be patched, refastened, or repaired. The fund balance of 0013 as of March 17, 2016 is \$28,970.82. The Proposed Amount requested is \$15,000.00. The Expended Amount requested is \$30,000.00.
- 2) **Harbor Master – Pier Rehab (0012)** – The Harbor Master requests a structural rehab of the main harbor pier. This rehab will include the rehab of the crossing bracing and hardware along with possible stringer and pile cap replacement. The fund balance of 0012 as of March 17, 2016 is \$117,826.77. The Expended Amount requested is \$10,000.00.
- 3) **Highway - Infrastructure (0708)** – Request is to add funds and expend funds for large infrastructure related projects. At this time there are three projects pending. Those projects include the Coles Hill Bridge Replacement, Furbish Road Project and Harbor Road Project. The balance of fund 0708 as of March 17, 2016 is \$547,573.00. The Proposed Amount requested is \$125,000.00. The Expended Amount requested is \$60,000.00.
- 4) **Highway – Harbor Road Sidewalk (0704)** – Project will construct a sidewalk and walking path with marsh observation pads from Route 1 to the Harbor Park. The walk would consist of granite curb and concrete pavers similar to the Route 1 sidewalks. The fund balance of 0704 as of March 17, 2016 is \$257,816.84. The Proposed Amount requested is \$50,000.00. The Expended Amount requested is \$50,000.00.
- 5) **Highway - Paving/Culverts and Bridges (0723)** - The Public Works Director has a long list of paving projects. The fund balance of 0723 as of March 17, 2016 is \$394,844.60. These funds have also been identified to meet paving, culverts and bridge needs. The Proposed and Expended Amount requested is \$1,000,000.00.
- 6) **Highway – Sidewalk Reserve Funding (0704)** – Request is to add additional funds to the reserve to cover anticipated future projects. Request is to also allow the release of funds for the repair and maintenance of existing sidewalks. The fund balance of 0704 is \$257,816.84. The Proposed Amount requested is \$40,000.00. The Expended Amount requested is \$40,000.00.

Equipment

- 1) **Fire – SCBA Bottles (0734)** – Request is for the future replacement of 60 Self Contained Breathing Apparatus Bottles that will be at the end of their useful life in 2020. The fund balance of 0734 as of March 17, 2016 \$72,871.81. The Proposed Amount requested is \$10,000.00.
- 2) **Fire – Standardization of Nozzles (0734)** – The Fire Department is requesting to update and standardize the department’s fire hose nozzles. This request will purchase standardized nozzles which are lighter and offer more flexible choices for water flow and pressure. The fund balance of 0734 as of March 17, 2016 is \$72,871.81. The Expended Amount requested is \$7,500.00.

- 3) **Fire – Thermal Cameras (0734)** – Request is for the replacement of two thermal cameras which were purchased in 2003. The fund balance of 0734 as of March 17, 2016 is \$72,871.81. The Proposed Amount requested is \$5,000.00. The Expended Amount requested is \$24,000.00.
- 4) **Highway – Sign Shop Equipment (0701)** – This request is to purchase new sign making equipment and supplies that will enable the department to create signs that meet the new Federal requirements. The fund balance of 0701 as of March 17, 2016 is \$49,838.77. The Proposed and Expended Amount requested is \$10,000.00.
- 5) **Town Clerk – Copier/Scanner/Fax Machine (0736)** – Request is for the purchase of a new copier/scanner/printer/fax machine for the Town Clerk’s Office. Recently, the unit in the Town Clerk’s Office failed. They are currently borrowing a machine from Business Equipment Unlimited until July. The fund balance of 0736 as of March 17, 2016 is \$46,742.78. The Expended Amount requested is \$6,000.00.
- 6) **Town Clerk – Voting Machine Lease (0736)** – Request is to release funds to pay for the voting machine lease. The State has extended the lease agreement with the Town until December 31, 2019. The fund balance of 0736 as of March 17, 2016 is \$46,742.78. The Expended Amount requested is \$2,700.00.
- 7) **WEMS – EKG/DEFIB (0735)** – Proposed addition for future replacement purchase. The equipment needs to be replaced every eight years. Fund was established in FY10. The fund balance of 0735 as of March 17, 2016 is \$10,804.15. The Proposed Amount requested is \$15,000.00.

Other

- 1) **Code Enforcement – Scanning Project (0739)** – Request is to provide funding for the department record scanning project that was started in FY 16. The fund balance of 0739 as of March 17, 2016 is \$27,043.87. The Proposed Amount and Expended Amount requested is \$10,000.00.
- 2) **Harbor – Eastern Shore Pier Access (0012)** – The access to the boats and the harbor from Atlantic Avenue is through a secure gate and down a steep gang plank from a pier that based on tide and weather conditions can be a challenge to navigate safely to the floats below. Sufficient concern has been raised to warrant that a more gradual system be installed. The fund balance of 0012 as of March 17, 2016 is \$117,826.77. The Expended Amount requested is \$30,000.00.
- 3) **Highway – Pedestrian Cross Walk Lights (0739)** – Continuation of a project to purchase and install three sets of radio controlled solar powered LED crosswalk lights as seen on Route 1 at the Post Office Crosswalk. The fund balance of 0739 as of March 17, 2016 is \$27,043.87. The Proposed Amount requested is \$12,000.00. The Expended Amount requested is \$19,500.00.
- 4) **Highway – Sign Inventory (0701)** – Request is to utilize and outside vendor to create an inventory and database of the approximately 4,000 signs within the Town of Wells. The fund balance of 0701 as of March 17, 2016 is \$49,838.77. The Proposed and Expended Amount requested is \$15,000.00.
- 5) **Planning – Comprehensive Plan Implementation (0739)** – The Town’s current Comprehensive Plan is currently being updated and is estimated to be complete during the summer of 2016. The earliest the Town would look at adopting the Comprehensive Plan will be November 2016. Once adopted, the implementation of the Comprehensive Plan comes next which requires ordinance rewrites and planning. This request is for the continued expense of the implementation of the Comprehensive Plan. The fund balance of 0739 as of March 17, 2016 is \$27,043.87. The Expended Amount requested is \$5,000.00.
- 6) **Town Manager – Buffam Hill Cemetery (0727)** – Funds needed to develop and construct the Buffam Hill Cemetery Park located on Route One from plans to recognize our early Town veterans and Founders. The fund balance of 0727 as of March 17, 2016 is \$42,158.24. The Proposed and Expended Amount requested is \$60,000.00.
- 7) **Town Manager – Garage Solar Panel Buy-out (NEW)** – This project is to establish a fund with annual contributions to allow the Town to early purchase solar systems as they become available from their Power Purchase Agreement. Presently the Town has one solar system on the old Town Garage that can be purchased for \$39,000.00 in FY 2022. There is no fund balance for this new fund as of March 17, 2016. The Proposed Amount requested is \$10,000.00.
- 8) **Town Manager – Harbor Park Maintenance (0907)** – Request is for maintenance projects at Harbor Park. The fund balance of 0907 as of March 17, 2016 is \$31,064.03. The Proposed Amount requested is \$10,000.00. The Expended Amount requested is \$5,000.00.

- 9) **Town Manager – Municipal Land Reserve (0706)** - This reserve is meant to be available to purchase land or properties that are important to the municipality. The request would help to replenish the balance in the fund and make funds available for use purchases if a property became available for purchase. The fund was depleted in FY 14 by the purchase of land for the future Fire Substation on Meetinghouse Road and Route 109. The fund balance of 0706 as of March 17, 2016 is \$50,027.49. The Proposed Amount requested is \$75,000.00.
- 10) **Town Manager – Pocket Park (0727)** - MaineDOT purchased the land that housed the 7/11 Store which allowed them to undertake the 2014 spring project to enhance the intersection. The Town is proposing to turn the parcel into a park. Money would be utilized from this fund to assist with the development of the park. The fund balance of 0727 as of March 17, 2016 is \$41,158.24. The Expended Amount requested is \$30,000.00.
- 11) **Town Manager – RT 109 Corridor Study (0814)** – Request is to participate in the Route 109 Corridor Transportation Study with MTA and MaineDOT. Town Manager and the Board of Selectmen have asked that MaineDOT study the 109 corridor from 9A to Spencer Drive and suggest improvements. MaineDOT has asked the Turnpike Authority to participate in the study. The cost of the study will be split three ways. This project will commence in late summer or early fall. The fund balance of 0814 as of March 17, 2016 is \$15,595.71. The Proposed and Expended Amount requested is \$30,000.00.

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 14, 2016 from 8 AM to 8 PM, at the WOCSJ Junior High School Gymnasium on Route One or voters may request an absentee ballot from the Town Clerk's Office.

PROPOSED BUDGET – Fiscal Year 2017 (July 1, 2016 through June 30, 2017)

The Board of Selectmen established a budget guideline for FY'17 to be as conservative, but responsible as possible to the taxpayers in the development of the Town budget. I believe the Town Departments have accomplished that objective without undermining the level of services 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. Last year's budget was transformational regarding the use of surplus (Fund Balance) to offset the Municipal Budget. We greatly decreased its use with the intention of building up our surplus (Fund Balance) level to cover cash flow needs and to bring the Town into an improved financial position for future bonding and economic downturns. The FY'17 Budget process that started in October and ended with the Budget hearing on April 5, 2016 was extremely productive and professionally accomplished by Department Heads, Budget Committee and the Board of Selectmen. The coordination and number crunching was led by our Finance Director, who did a tremendous job with this budget and with the Town Finances in general with her Staff.

- The Outcome of the Budget is summarized as follows:
 - Gross Salaries are for Union and Non-Union Employees including Seasonal Hires = -0.51% Decrease. Reason for the decrease is the move of the Lifeguard Compensation into the Beach Enterprise Account. The Beach Parking and Pass revenues will pay for them in this budget and a couple of days difference this year on the number of pay days compared to FY'16. The projected increase for Union and Non-Union has been budgeted at between 2.0% to 3% based on contracts.
 - Gross Operating Expenses decreased from FY'16 = -1.32%. The decrease is due to a number of items including lower debt service and required conservative approach. This is the second year that Operations has seen a decrease!
 - Warrant Articles Funding requests increased by 15.74% primarily due to the two articles dealing with land acquisitions.
 - Capital Improvement Plan = Funding Reserve Accounts, capital items and projects are up by 27.03% primarily due to an increase in prospective project funding for infrastructure and facility needs and less use of the Surplus to fund it. The Conservation Open Space Reserve was also funded.
 - Funded by Taxes increased 6.35%.
 - Revenues to offset budget are projected to Increase by 10.30%.
 - Net Budget reflects a 3.19% increase over FY'16.

- Resulting in a LD-1 that is under our State tax cap by (\$98,340.00). This means we are in compliance with the LD1 level of appropriation that is calculated for Wells since FY'16.

**TOWN OF WELLS
PROPOSED BUDGET VS LD-1
FY 17**

	<u>FY 17</u>	<u>FY 16</u>	<u>VAR</u>	<u>% CHANGE</u>
SALARIES	\$ 5,726,405.00	\$ 5,755,522.00	\$ (29,117.00)	-0.51%
OPERATING EXPENSES	\$ 5,874,331.00	\$ 5,952,621.00	\$ (78,290.00)	-1.32%
WARRANT ARTICLES	\$ 1,810,604.00	\$ 1,326,772.00	\$ 483,832.00	36.47%
CIP	\$ 4,458,264.00	\$ 3,509,734.00	\$ 948,530.00	27.03%
TOTAL FUNDED BY TAXES	\$ 17,869,604.00	\$ 16,544,649.00	\$ 1,324,955.00	8.01%
LESS REVENUE	\$ 8,368,422.00	\$ 7,337,363.00	\$ 1,031,059.00	14.05%
NET	\$ 9,501,182.00	\$ 9,207,286.00	\$ 293,896.00	3.19%
LD-1	\$ 9,599,655.00	\$ 9,207,419.00	\$ 392,236.00	4.26%
OVER /(UNDER) LD-1	\$ (98,473.00)	\$ (133.00)	\$ (98,340.00)	

OTHER KEY DATA

	<u>FY 17</u>	<u>FY 16</u>	<u>VAR</u>	<u>% CHANGE</u>
CIP				
PROPOSED(ADDITIONS)	\$ 2,093,782.00	\$ 1,705,711.00	\$ 388,071.00	23%
APPROPRIATED(SPENDING)	\$ 2,364,482.00	\$ 1,804,023.00	\$ 560,459.00	31%

**SURPLUS/EXPOSED FROM SURPLUS/RESERVES
USAGE**

SURPLUS	\$ 1,140,000.00	\$ 200,000.00	\$ 940,000.00	470%
EXPOSE FROM SURPLUS	\$ 415,000.00	\$ 415,000.00	\$ -	0%
RESERVES	\$ 2,581,347.00	\$ 2,291,523.00	\$ 289,824.00	13%
TOTALS	\$ 4,136,347.00	\$ 2,906,523.00	\$ 1,229,824.00	42%

PROPOSED MUNICIPAL TAX RATE	\$ 3.15	\$ 3.00	\$ 0.15	5.01%
PROPOSED OVERALL TAX RATE	\$ 10.14	\$ 9.95	\$ 0.19	1.86%

- Projected Municipal Budget Tax increase reflects an increase of 5.01%.

- County Budget is not complete, but the draft budget basically reflects a tax rate increase of 2.28%. Because the County doesn't pass their budget until after the Town Warrant is printed we must estimate their increase.
- WOCS D Tax increase by 2.55%.
- Tax Rate projected at using a .05% increase in valuation at: \$ 3,016,045,806.
- Projected Property Tax Increase of 1.86% = \$10.14 or \$.19 over FY'16.
- Overall Surplus Use in FY'16 will provide a balance of between 2-3 months of Operating reserve in compliance with the Fund Balance Policy. The additional funding expected in overlay if passed, will assist in meeting the Selectmen's objective of rebuilding Undesignated Surplus Reserve towards the 90 day goal. Presently we are at 56 days.

The Town Meeting Warrant Booklet is extremely informative regarding the budget. A great deal of appreciation goes to the Town Manager's Administrative Assistant for publishing the document, with help from many who have worked on the FY'17 Budget. Following the Town Meeting Vote, a FY'17 Work Plan is prepared and presented to the Board of Selectmen for acceptance. It is then published to the Website, available at Town Hall and updated quarterly.

PUBLIC HEARINGS

The Board of Selectmen will be holding a formal public hearing on the proposed FY'17 Budget on April 5, 2016 and Informational sessions at their meetings on May 3 & 17, 2016 at 7PM. Information on the budget will also be available at the Town Offices, the Wells Public Library and the Town's website (www.wellstown.org). I would encourage you to participate in the public informational sessions and vote in the Town Elections and Town Meeting Referendum on June 14th.

Jon Carter
Town Manager

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