

## Highlights in this Issue

- Town Meeting
- Referendum Questions

- Budget Review
- Election Candidates
- Budget Highlights



## TOWN MANAGER COLUMN

This year's budget preparation started in November of 2022 when all departments, committees and outside agencies were asked to submit their budget requests for the ensuing fiscal year with the goal of a flat or reduced budget. As with every year, we have continued to scrutinize every cost of town government in an effort to reduce and limit the costs of Town government.

The Board of Selectmen and Budget Committee are recommending a budget that increased from the previous year with an impact to the tax rate of approximately \$0.25. To reduce the impact on the tax rate, the Selectmen and Budget Committee are recommending utilization of reserve funds and undesignated fund balance and the Town expects to see additional tax revenue from real estate taxes to assist in offsetting the increase in the amount of taxation dollars needed for the budget.

As a result, the total budget being recommended is \$6,016,845.00 or a 3.65% increase from last year. Department heads made a huge effort to contain all costs while continuing the range of services provided by the Town. Labor costs as well as product cost have raised the budget this coming year. This has resulted in the operations side of the budget increasing by 6.59% from last year. The Capital Improvement side of the budget has decreased 12.52%. The Town is well positioned for the increase in costs by having reserve funds to assist, however a taxation increase is unavoidable. The Town is also expecting higher revenues due to excise tax and taxes due to buildings and improvements. The Town is also

proposing to utilize undesignated fund balance to keep the level of taxation increase down.

The Town Meeting will be held on Saturday April 15, 2023. It will be a traditional Town Meeting with voting in the morning and business meeting in the afternoon. The meeting will be held at the Noble High School.

Contained in the pages of this newsletter are explanations of the 6 Referendum Questions; 4 on Zoning Ordinance Amendments, 1 on Subdivision Ordinance Amendments and 1 on the Littering Ordinance. The newsletter also outlines the budget and highlights capital and major projects contained in the budget.

I encourage all citizens to review the information provided and vote whether these are in the best interest of the town as a whole. If you believe that it is, then vote YES. If you believe that this is not the best path for North Berwick, vote NO. Either way, these are important issues that should be decided by the entire town and all are encouraged to vote on Town Meeting day.

I encourage all citizens to review the newsletter in order to understand all the issues currently impacting the town. Please vote in the best interest of the Town and quality of life that we enjoy. *Dwayne*



**Town Meeting Highlights:  
Referendum Questions and Elections  
Noble High School  
April 15, 2023  
Polls Open 8am to 1pm**



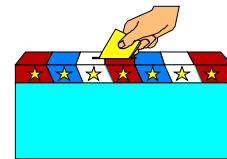
This year, the Town will open the polls at the Noble High School, 100 Noble Way, for referendum questions at 8:00 am with polls closing at 1:00 pm. If you cannot vote during this time frame, you are encouraged to get an absentee ballot from the Town Clerk so that you have the opportunity to have your vote counted. Absentee Ballots can be obtained by contacting Chris at 676-3353 x 1. The last day to request an absentee ballot is Tuesday, April 12, 2023.

**Please remember that you can bring this newsletter in to assist you in your voting.**

All the proposed changes can be obtained at the Town Office or on the town's website: [www.townofnorthberwick.org](http://www.townofnorthberwick.org).



## ELECTIONS



The following positions will be elected this year prior to the annual Town Meeting. The Board of Selectmen encourage all registered voters to get out and vote.

**Selectmen, Assessor, and  
Overseer of the Poor:**  
For 3 years (vote for one)  
Charles Galemme

**MSAD #60 School Director:**  
For 3 years (vote for one)  
Raymond Cahoon  
Lynn Manley

**Water District Trustee:**  
For 3 years (vote for two)  
James Muthig  
Carl Works

**Sanitary District Trustee:**  
For 3 years (vote for one)  
Maurice Dolbec

**Cemetery Trustee:**  
For 3 years (vote for two)  
Stephanie Camire  
Gregg Drew

**Cemetery Trustee:**  
For 1 year (vote for one)  
Justin Griffin  
Todd Smith

**Budget Committee  
Member:**  
For 2 years (vote for not  
more than one)  
Stephanie Camire  
Bret Little

**Budget Committee  
Member:**  
For 3 years (vote for not  
more than four)  
Daniel Baker  
Julie Fernee  
Tyler Nutter  
Mark Reed  
Rebecca Reed  
Mark Rouillard

**Budget Committee  
Member:**  
For 1 year (vote for not  
more than one)  
Beverly Gray  
Katherine Placey



The Town is currently seeking 1 Planning Board Member (Associate) and 1 Zoning Board of Appeals Member (Alternate)

If you are interested in any of these volunteer opportunities, please contact Dwayne Morin, Town Manager, at 207-676-3353 x 4 or [dmorin@townofnorthberwick.org](mailto:dmorin@townofnorthberwick.org)

# REFERENDUM QUESTIONS

## ZONING ORDINANCE AMENDMENTS:

**Question #1: Shall an ordinance entitled “Proposed Zoning Ordinance Amendments to Amend Shoreland Zoning setback from 100 feet to 75 feet” be enacted?**

Strike out = remove language

Underline and bold = add language

### Currently reads:

#### 4.2.c. Principal and Accessory Structures within Shoreland Zones

- (1) All new principal and accessory structures shall be set back at least one hundred (100) feet, horizontal distance, from the normal high-water line of great ponds classified GPA and rivers that flow to great ponds classified GPA, and one hundred (100) feet, horizontal distance, from the normal high-water line of other water bodies, tributary streams, or the upland edge of a wetland, except that in the General Development I District the setback from the normal high-water line shall be at least seventy five (75) feet, horizontal distance. In the Resource Protection District the setback requirement shall be 250 feet, horizontal distance, except for structures, roads, parking spaces or other regulated objects specifically allowed in that district in which case the setback requirements specified above shall apply.

### Proposed Language:

#### 4.2.c. Principal and Accessory Structures within Shoreland Zones

- (1) All new principal and accessory structures shall be set back at least ~~one hundred (100)~~ **seventy five (75)** feet, horizontal distance, from the normal high-water line of great ponds classified GPA and rivers that flow to great ponds classified GPA, and ~~one hundred (100)~~ **seventy five (75)** feet, horizontal distance, from the normal high-water line of other water bodies, tributary streams, or the upland edge of a wetland, ~~except that in the General Development I District the setback from the normal high-water line shall be at least seventy five (75) feet, horizontal distance.~~ In the Resource Protection District the setback requirement shall be 250 feet, horizontal distance, except for structures, roads, parking spaces or other regulated objects specifically allowed in that district in which case the setback requirements specified above shall apply.

**Table 4.3 DIMENSIONAL REQUIREMENTS**

Lots in all districts shall meet or exceed the following minimum requirements. (Additional area may be required by other provisions of this ordinance.)

	see notes all zones	Resrc prot. distr. (i)	Shrld limit. resid. distr.	Shrld Gen. devel.	Shrld stream prot.	Comm II & Industrial	Resid. distr. 1	Resid. distr. 2	Farm & Forest	Vill. Ctr. & Comm'l	Vill. A distr.	Vill. B distr.	Vill. C overlay	*Aquifer Protection Zone A&B
Minimum lot size (sq.ft.) without public water & sewer	j, p	a, o, r	60,000 o, r *	40,000 o, r, s	60,000 o, r *	40,000 k	40,000 k	80,000	160,000 *	20,000 k, m	20,000 k	30,000 k	20,000 k, m	4 Acres (174,240)
* With public water & sewer	p	o, r	o, r	o, r, s	o, r					10,000 k, m			10,000 k, m	und. distr.
Minimum road frontage (feet)	b, e		200	100	100	100	150	200	300	25	100	125	und. distr.	300
Minimum shore frontage (feet)	b	q	200(q)	200(q)	200(q)	200	200	200	300	200	200	200	200	und. distr.
Minimum yard dimensions (feet)	c		50	50	50	50/30 (1)	50	80	100	10	35	50	50	und. distr.
Front setback														und. distr.
Side setback	l		25	20	20	100/20 (d.g. 2 Indus)	35	60	75	0 (d)	20 (g)	25 (g)	und. distr.	und. distr.
Rear setback			25	25	25	20(d.g)	50	60	75	10 (d)	25 (g)	30 (g)	und. distr.	und. distr.
Rear setback when abutting a Residential Use Only applies to Commercial and Industrial Uses			30	30	30	100(g)	60	75	100	10	30	35	25	und. distr.
Shoreland setback from normal high water	t		<del>100</del> <b>75</b>	75(n)	<del>100</del> <b>75</b>	200	<del>100</del> <b>75</b>	<del>100</del> <b>75</b>	<del>100</del> <b>75</b>	75		<del>100</del> <b>75</b>	<del>100</del> <b>75</b>	und. distr.
Maximum lot coverage Residential for structures	h		10%	70%	25%	25%	10%	5%	5%	80%	25%	25%	30%	und. distr.
* Non-residential for structures	h		10%	70%	40%	50%	20%	10%	10%	80%	40%	40%(l)	35%	und. distr.
Max. building height (feet)			35	35	35	35	35	35	35	35	35	35	35	35
Max. floor to area ratio (FAR)										240%				

(1) 50/30 = 50 feet from abutting residential lot  
30 feet from abutting non-residential lot

(2) 100/20 = 100 feet from abutting residential district  
20 feet from abutting non-residential district

\* See Aquifer Protection District Requirements

**INTENT: TO AMEND THE SHORELAND ZONING MINIMUM SETBACK FROM 100 FEET TO 75 FEET TO BE CONSISTENT WITH CURRENT MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION STANDARDS DEVELOPED FOR SHORELAND ZONING.**

**Question #2: Shall an ordinance entitled “Proposed Zoning Ordinance Amendments to amend Recreational Vehicles to require a permit for use as a dwelling for more than 90 days and no more than 120 days” be enacted?**

**Currently Reads:**

**5.2.10 Recreational Vehicles**

A recreational vehicle is a vehicle or vehicular attachment which is designed for temporary sleeping or living quarters for one or more persons, and which is not a dwelling. The term may include pick-up campers, travel trailers, tent trailers, and motor homes. In order to be considered as a vehicle and not as a structure subject to this Ordinance, the building code, and federal manufactured housing standard, the unit must:

- a. remain with its tires on the ground;
- b. possess a current registration sticker or papers from any State Division of Motor Vehicles; and
- c. not be occupied as a dwelling for more than ninety consecutive days, or more than 120 days in any calendar year, unless the vehicle is located in a licensed campground.

**Proposed to Read:**

**Add 5.2.10.d**

**d. A Code Enforcement Officer permit shall be required to utilize a Recreational Vehicle as a dwelling and not located within an RV park for more than 90 consecutive days or more than 120 days in a calendar year. This permit shall be required for anyone who allows a recreational vehicle to be utilized as a dwelling for more than 1 consecutive week on their property. Cost of said permit shall be established by the Board of Selectmen. The property owner will be responsible to provide the Code Enforcement Officer with evidence of potable water and sewage disposal as part of the application process.**

**INTENT: TO REQUIRE A PERMIT FOR THE USAGE OF A RECREATIONAL VEHICLE AS A DWELLING AND NOT LOCATED WITHIN AN RV PARK FOR MORE THAN 90 CONSECUTIVE DAYS OR MORE THAN 120 DAYS IN A CALENDAR YEAR**

**Question #3: Shall an ordinance entitled “Proposed Zoning Ordinance Amendments to enact Solar Energy Performance Standards” be enacted?**

**5.2.24 Solar Energy Performance Standards**

- A. Purpose. The purpose of these provisions is to regulate a solar energy system, allow the town to be informed of the placement of a solar energy system, preserve and protect public health and safety, allow for orderly development of land, and protect property values.
- B. Standards
1. A residential solar system (RSS), is allowed in all Zoning Districts and shall:
    - a. Comply with the setback and height requirements of the zoning district in which the system is to be installed.
    - b. Comply with the provisions of all applicable requirements of the Town's building, electrical, fire, and other health safety and technical codes.
    - c. Be installed so as not to cause any wire or wireless communication signal disturbance.
    - d. Be sited to prevent glare onto abutting properties, structures, and roadways.
  2. Commercial Standards. A commercial solar system (CSS) and utility solar system (USS) shall:
    - a. Comply with the requirements of Conditional Use review.
    - b. Comply with the setback and height requirements of the zoning district in which the system is to be installed; however, the Planning Board may require additional setbacks and buffers from existing abutting residential uses to minimize impacts from the project.
    - c. Comply with the provisions of all applicable requirements of the Town's building, electrical, fire, and other health safety and technical codes.
    - d. Ground-mounted system.
      1. Secure all ground-mounted electrical and control equipment to prevent unauthorized access. The system shall be enclosed within a minimum six (6) foot tall fence with locking gate and Knox-Box® to provide emergency access. The type of fence shall be appropriate for security, screening, and/or other purposes and shall be similar to and/or compatible with the style of fences used within one-thousand (1,000) feet of the property boundary.
      2. A ground-mounted system shall comply with the standards specified in 5.2.24.l.
    - e. Install all electrical wire and utility connections, except for transformers and controls, underground to the greatest practical extent. The Planning Board shall consider prohibitive costs and site limitations if asked to waive this standard.
    - f. Limit exterior lighting to that required for safety and operational purposes.
    - g. All signs shall meet the town's sign ordinance.
    - h. Be appropriate to the surroundings and minimize environmental and visual impacts on adjoining properties, including:
      1. Screening ground-mounted installations from view by abutting residential properties, using vegetation, topography, and/or fencing.
      2. Using a manufactured finish appropriate to and compatible with the surroundings, with reflective characteristics that minimize negative visual impacts to the greatest practical extent.
    - i. Shall plant native, non-invasive groundcover, which is low-maintenance, drought resistant, and non-fertilizer dependent, under and between rows of solar panels to prevent soil erosion. The Planning Board may require a performance guarantee for CSS projects.
    - j. Be removed if it has not produced power for a period of twelve (12) consecutive months. In the event of a natural disaster, act of violence, or other event which results in the absence of

electrical generation for twelve (12) months, by the end of the twelfth (12th) month of nonoperation the applicant shall demonstrate to the Town that the project shall be substantially operational and producing electricity within twenty-four (24) months of the event. If such demonstration is not made to the Town's satisfaction, the decommissioning shall be initiated eighteen (18) months after the event.

- k. A performance guarantee approved by the Town Manager shall be provided prior to initiating construction. The performance guarantee shall provide adequate funds to cover the total cost of decommissioning. Every five (5) years after the start of construction, updated proof of the cost of decommissioning shall be submitted to the Town Manager. If the amount of the current performance guarantee is inadequate to cover the total cost of decommissioning, the applicant shall provide a new performance guarantee to the Town in an amount which is adequate to cover the total cost of decommissioning.
- l. A USS shall be required to meet these additional standards:
  - 1. Shall not be sited on active or non-active agriculture and or farmland. Solar development shall not be located on soils which are most suitable for agriculture (based on the Soil Suitability Guide or Land Use Planning In Maine). Sites of unusable land are better. (See 5.2.24.B.1.3)
  - 2. Shall minimize impacts on active farmland including, but not limited to, fencing, use of waterways, obstructions created by placement of structures and/or overhead collection lines, division of larger fields into smaller or irregularly shaped fields, need for extensive areas of cut and fill, among other factors that create a burden or unreasonable impact on active farming activities.
  - 3. Shall encourage siting on unproductive land and previously disturbed land to the greatest extent possible. All topsoil disturbed during construction shall be stockpiled and returned to the site.
  - 4. Shall locate access roads and overhead collection lines along the edge of agricultural fields in areas next to field boundaries and hedgerows and in nonagricultural portions of the site. Access roads that are proposed to be constructed through agricultural fields shall be level with the adjacent field surfaces, where possible.
  - 5. Shall demonstrate how the site shall be restored to its original state, including surface grade, soil, and vegetation, as part of removal of infrastructure and decommissioning.
  - 6. Shall not be sited on properties where public sewer and water services can be extended and a compact pattern of residential development can feasibly be developed in conformance with the purpose of the zoning.
  - 7. Shall minimize impacts on nearby existing residential development and/or residential zones, including, but not limited to siting, fences, buffers, and/or screens.
  - 8. Shall locate access roads and overhead collection lines to minimize impacts on nearby existing residential development and/or residential zones.
  - 9. Shall demonstrate that stormwater, erosion control, and landscape plans maintain water quality and minimize export of sediment, phosphorus, and other contaminants from the site in support any waterbody or wetland.
  - 10. A soil sample must be provided on an annual basis by a licensed soil scientist for review by the Town Engineer. Soil Samples shall be taken in various locations of the property in and around the location of the solar panels and specifically tested for the discharge of heavy metals into the ground from the solar array.
  - 11. A performance guarantee approved by the Town Manager shall be provided prior to initiating construction. The performance guarantee shall provide adequate funds to cover the total cost of the planting of native, non-invasive groundcover, which is low-maintenance, drought resistant, and non-fertilizer dependent, under and between rows of solar panels to prevent soil erosion as well as the soil testing review required in 5.2.24.B.10. This performance guarantee is in addition to the performance guarantee for the decommissioning of the site.

**Article 3 - Definition:**

## SOLAR ENERGY SYSTEM

A solar collection system used to capture, convert, and supply electrical energy or thermal power, and consisting of one (1) or more freestanding, ground, roof, or wall mounted, solar arrays or modules, or solar related equipment, intended to reduce consumption of utility and/or fuel-generated power.

**A. RESIDENTIAL SOLAR SYSTEM (RSS)** - Intended for residential uses where the power generated is utilized only for the single family residential property upon which is it sited.

**B. COMMERCIAL SOLAR SYSTEM (CSS)** - Intended for a multifamily dwelling, multifamily dwelling above the ground floor of a mixed use development, mobile home park, convalescent, rest, or nursing home, residential care or congregate care facility, institutional use, recreational use, commercial or industrial use, or rural use, a CSS may be up to twenty thousand (20,000) square feet in surface area with a rated nameplate capacity of up to two-hundred-fifty (250) kilowatts (kW) The Planning Board may waive the size limits for surface area and nameplate capacity if the applicant demonstrates to the Board's satisfaction that the additional surface area and/or nameplate capacity is needed to meet the energy requirements for intended onsite use.

**C. UTILITY SOLAR SYSTEM (USS)** - Intended for off-site utility grid use, a USS is larger than twenty-thousand (20,000) square feet in surface area with no limit on the rated nameplate capacity.

[illegible]

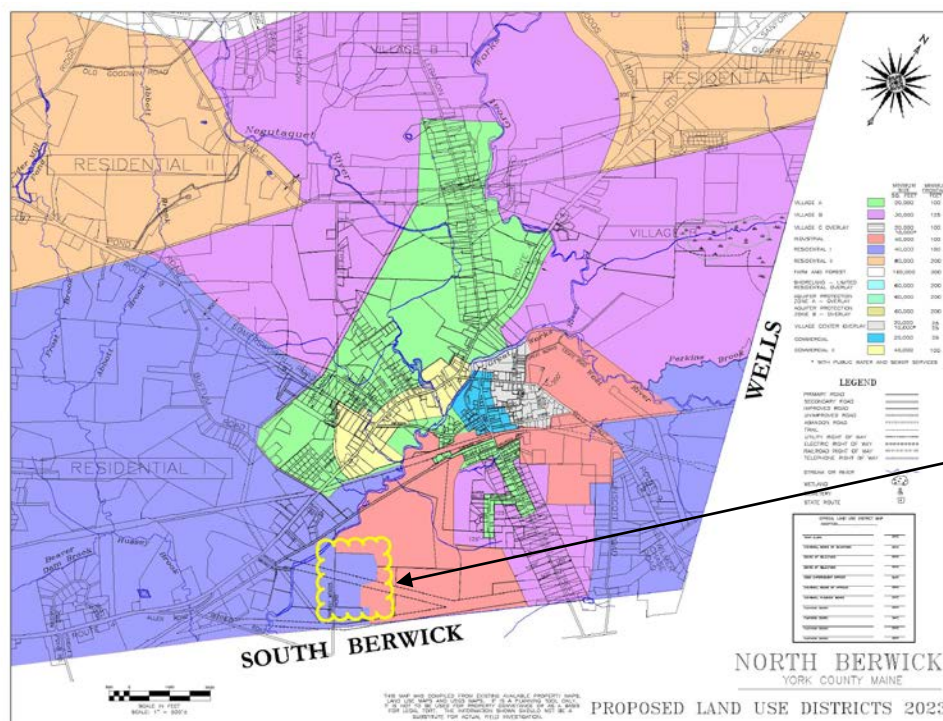
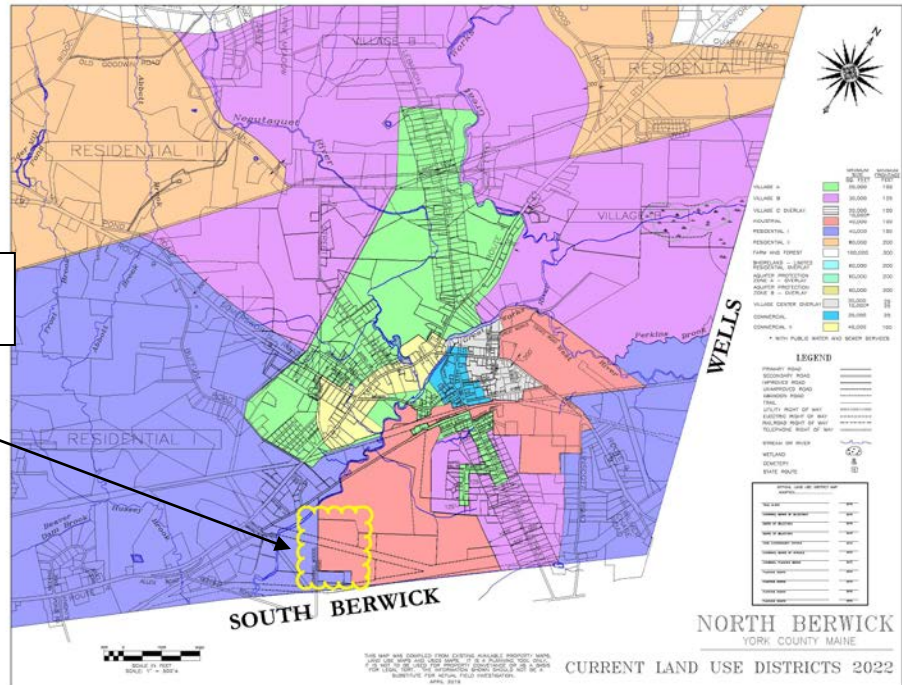
**INTENT: TO ADOPT PERFORMANCE STANDARDS FOR THE SITING AND DEVELOPMENT OF SOLAR ENERGY SYSTEMS.**



**Question #4:** Shall an ordinance entitled, “Ordinance amending the North Berwick Zoning Ordinance to expand areas in and near the Residential 1 Zone where industrial uses will not be permitted and to make conforming changes to the Zoning Map,” be enacted?

**INTENT:** REQUEST FROM CITIZEN TO REMOVE PROPERTY FROM INDUSTRIAL ZONE AS IT WAS ALWAYS INTENDED TO BE UTILIZED AS A SINGLE-FAMILY RESIDENCE AND ONE OF THE PARCELS IS ACTIVELY BEING UTILIZED AS A SINGLE FAMILY RESIDENCE AS A NON-CONFORMING USE IN THE CURRENT INDUSTRIAL ZONE. THE CHANGE OF THE ZONE WOULD MAKE IT A CONFORMING USE AND ALLOW PROPERTY OWNER TO MAKE SINGLE FAMILY IMPROVEMENTS ON THE PROPERTY. PLANNING BOARD DETERMINED THE MOVING OF THE RESIDENTIAL I ZONE LINE WOULD ACCOMPLISH THIS REQUEST AND BE IN COMPLIANCE WIT THE TOWN’S OVERALL LAND USE PLAN.

**CURRENT ZONING MAP**  
(Change is in cloud area)



**PROPOSED ZONING MAP**  
(Change is in cloud area)



## SUBDIVISION ORDINANCE AMENDMENT:

**Question #5:** Shall an ordinance entitled, “An Ordinance Amending Section 6.3 and 8.3 of the Subdivision Ordinance to require the submission of a proposed subdivision plan in a format acceptable to the York County Registry of Deeds” be enacted?

Strike out = remove language

Underline and bold = add language

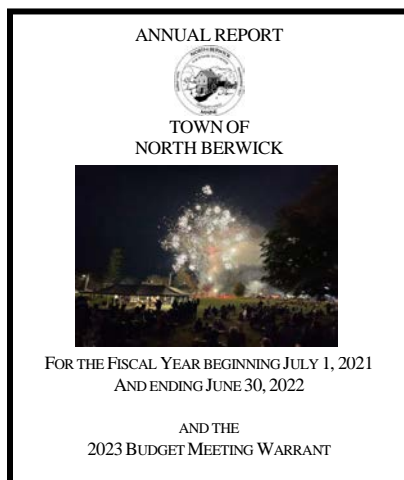
### **6.3 Submissions.**

a. The subdivision plan for a Minor Subdivision shall consist of one ~~reproducible, stable-based-transparent~~ original **in a format acceptable to the York County Registry of Deeds** to be recorded at the Registry of Deeds, and two copies of one or more maps or drawings drawn to a scale of not more than one hundred feet to the inch. Plans for subdivisions containing more than seventy-five acres may be drawn at a scale of not more than two hundred feet to the inch provided all necessary detail can easily be read. Plans shall be no larger than 24 by 36 inches in size, and shall have a margin of two inches outside of the border lines on the left side for binding and a one-inch margin outside the border along the remaining sides. Space shall be provided for endorsement by the Board. Two copies of all information accompanying the plan shall be submitted along with one (1) copy of an 11x17 reduced size plan and a digital copy of the plan, application and information.

### **8.2 Submissions**

The Final Plan shall consist of one or more maps or drawings drawn to a scale of not more than one hundred feet to the inch. Plans for subdivisions containing more than seventy-five acres may be drawn at a scale of not more than two hundred feet to the inch. Plans shall be no larger than 24 by 36 inches in size, and shall have a margin of two inches outside of the border one on the left side for binding and a one inch margin outside the border along the remaining sides. Space shall be reserved thereon for endorsement by the Board. Two ~~reproducible, stable-based~~ originals **in a format acceptable to the York County Registry of Deeds** to be submitted, one to be recorded at the Registry of Deeds, and the second to be submitted to the Planning Board for file, in addition two copies of the Final Plan shall be submitted. Two copies of all information accompanying the plan shall be submitted along with one (1) copy of an 11x17 reduced size plan and a digital copy of the plan, application and information. The application for approval of the Final Plan shall include the following information:

**INTENT: TO PLACE INTO ORDINANCE THE REQUIREMENT THAT SUBMISSIONS FOR RECORDING OF PLAN MUST BE IN A FORMAT ACCEPTABLE TO THE YORK COUNTY REGISTRY OF DEEDS.**



### **Town Reports**

The Annual Town Report will be available for pickup at the Town Hall, Library and Transfer Station beginning Friday, April 7, 2023. Town Reports will also be available at Town Meeting and can be viewed on the Town's Website: [Townofnorthberwick.org/town-manager](http://Townofnorthberwick.org/town-manager).

## LITTERING ORDINANCE:

**Question #6: Shall an ordinance entitled: “Town of North Berwick Littering Ordinance” be enacted.**

### **Town of North Berwick Littering Ordinance**

#### **1. Authority**

This ordinance is enacted under Town of North Berwick’s home rule land use ordinance enactment authority pursuant to 30-A M.R.S. § 3001. Penalties established hereunder are established on the basis of authority granted to the Town 30-A M.R.S. § 3001 (4).

#### **2. Purpose**

The purpose of this ordinance is to prohibit litter from being discarded improperly within the limits of the Town of North Berwick. This behavior endangers the public health and negatively impacts the free utilization and enjoyment of the Community.

#### **3. Definitions**

**Litter:** Any discarded, used or consumed substance or waste material, whether made of any metal, glass, plastic, rubber, paper, synthetic material or combination of materials, including, but not limited, to any bottle, can, jar, unlit or discarded cigarette, unlit or discarded cigar, match or any flaming or glowing material or any garbage, trash, refuse, debris, rubbish, grass clippings, brush or garden waste, newspaper, magazines, glass, metal, plastic or paper containers or other packaging or construction material.

**Litter Receptacle:** A container suitable for the depositing of litter, including, but not limited to trash cans and recycling bins.

#### **4. Prohibitions**

##### **A. Litter**

No person shall throw, drop, deposit, discard, dump or otherwise dispose of or discard litter in any manner or amount:

1. In or on any public highway, road, street, alley, public right of way or other public lands or upon any privately owned property except when placed in designated litter receptacles.
2. In any fresh water lake, river, or stream, or on ice over these waters. When litter is thrown or discarded from a water craft, both the operator of the watercraft and the person actually disposing of the litter are in violation of this Ordinance.
3. From a trailer or vehicle that is constructed, loaded or uncovered in such a way that the load may drop, sift, leak or otherwise escape. This provision applies to vehicles or trailers carrying trash, rubbish or other materials that may be considered as litter. For any violation of this subparagraph, both the operator of the vehicle and any other person responsible for the litter are in violation of this Ordinance. Any litter from a commercial vehicle shall be deemed to have been done for a commercial purpose.
4. No person shall throw or deposit any commercial or noncommercial leaflet in or upon any vehicle. It shall not be unlawful for a person to hand distribute to another person, without any charge, any noncommercial leaflet or other literature provided that the recipient is willing to accept said materials.

## 5. Penalties and Fines

Any law enforcement officer shall have authority to enforce the provisions of this Ordinance. Fines and penalties shall be imposed in the following manner:

- A. A person who disposes of less than 15 pounds or less than 27 cubic feet of litter is subject to a fine of not more than \$500.00 nor less than \$50.00 for the first violation and not more than \$1,000 nor less than \$500.00 for any subsequent violations. A person charged with a first violation of less than 15 pounds or less than 27 cubic feet of litter may waive all court action by payment of a fine at the municipal offices within 30 days of the alleged violation.
- B. A person who disposes of more than 15 pounds or more than 27 cubic feet of litter is subject to a fine of not more than \$1,000.00 nor less than \$500.00 for the first violation and not more than \$2,000.00 nor less than \$1,000.00 for any subsequent violations.
- C. A person who disposes of more than 500 pounds or more than 100 cubic feet of litter for commercial purposes is subject to the penalties under 38 M.R.S. § 349.
- D. A law enforcement officer may require the offending party to remove unlawfully discarded litter and dispose of it in an approved manner in lieu of penalty with a written warning.

**INTENT: THIS ORDINANCE WAS THE RESULT OF THE MRS. REED'S NORTH BERWICK ELEMENTARY SCHOOL CLASS RECOMMENDING THE BOARD OF SELECTMEN PRESENT TO VOTERS A LITTERING ORDINANCE IN AN EFFORT TO KEEP ROADSIDES FREE FROM LITTER.**

### ASSESSING INFORMATION – PROPERTY VALUATIONS



The Town's Assessor, Verna Sharpe, has completed the annual sales ratio study and as a result of the booming housing market and sales prices of houses, North Berwick's ratio has dropped significantly over the past year.

There were 74 qualified sales of homes in North Berwick and based on those sales, the average price of a home in North Berwick between July 1, 2021 and June 30, 2022 was \$420,220.00. The Town's ratio of valuation to market was around 75% and land values were found to be around 83%. The waterfront area around Bauneg Beg Pond was determined to be around 64% of market.

This will result in the town having to perform an update of values this year to bring the Town's ratio to 92-93% where homeowners can take advantage of the full homestead, blind and veteran's exemptions and the Town is not penalized by the State by losing State revenues that are reimbursed to the Town based on State valuation.

It is anticipated that most property values will be increased around 15 - 20% and certain areas of the Town seeing a higher or lower increase based on the market study to bring the values to the 93-94% of market value. It is also anticipated that the Town will probably have to increase values next year as well as sales prices continue to trend upward at approximately 1.5% a month based on sales beyond the sale ratio study timeframe.

Town of North Berwick - Annual Town Meeting - April 15, 2023  
Budget Committee Recommendations

Funding Source																
Art.		FY 2022-2023	FY 2023-2024													
#	Object	APPROVAL	REQUEST	TAXATION	EXCISE	DES	UNDES	MISC. FEES	STATE REV.	EQUIP.	STATE	OTHER	TOTALS	Moved	Second	Vote
9	Fire Department	\$ 156,425.00	\$ 220,295.00	\$ 201,295.00			\$ 19,000.00						\$ 220,295.00	Maurice Dolbec	Todd Smith	10-0
10	CIP - Fire Tanker	\$ 24,580.00	\$ 24,025.00	\$ 24,025.00									\$ 24,025.00	Maurice Dolbec	Todd Smith	10-0
11	CIP- Fire Station Plan	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00									\$ 50,000.00	Maurice Dolbec	Todd Smith	10-0
12	CIP - Pumper	\$ 40,000.00	\$ 44,340.00	\$ 44,340.00									\$ 44,340.00	Maurice Dolbec	Julie Fernee	10-0
14	Police Department	\$ 1,147,733.00	\$ 1,225,264.00	\$ 1,162,764.00								\$ 62,500.00	\$ 1,225,264.00	Maurice Dolbec	Todd Smith	12-0
14	Animal Control	\$ 20,000.00	\$ 20,000.00	\$ 10,000.00		\$ 10,000.00							\$ 20,000.00	Maurice Dolbec	Todd Smith	12-0
15	CIP - Police Cruiser	\$ 45,460.00	\$ 55,318.00							\$ 55,318.00			\$ 55,318.00	Maurice Dolbec	Todd Smith	12-0
16	Dispatch Services	\$ 142,000.00	\$ 156,000.00						\$ 156,000.00				\$ 156,000.00	Maurice Dolbec	Todd Smith	11-0
16	Hydrant Rental	\$ 196,000.00	\$ 196,000.00						\$ 196,000.00				\$ 196,000.00	Maurice Dolbec	Todd Smith	11-0
16	Street Lights	\$ 13,000.00	\$ 13,500.00						\$ 13,500.00				\$ 13,500.00	Maurice Dolbec	Todd Smith	11-0
17	Rescue Squad	\$ 626,290.00	\$ 668,330.00	\$ 584,830.00			\$ 57,000.00					\$ 26,500.00	\$ 668,330.00	Maurice Dolbec	Todd Smith	12-0
18	CIP - Ambulance Reserve		\$ 25,000.00				\$ 25,000.00						\$ 25,000.00	Maurice Dolbec	Todd Smith	12-0
20	Transfer Station	\$ 278,990.00	\$ 299,580.00	\$ 106,830.00				\$ 40,000.00				\$ 152,750.00	\$ 299,580.00	Maurice Dolbec	Todd Smith	10-0
21	General Public Works	\$ 116,165.00	\$ 121,855.00		\$ 121,855.00								\$ 121,855.00	Maurice Dolbec	Todd Smith	10-0
21	Public Works Salary	\$ 357,950.00	\$ 381,735.00		\$ 381,735.00								\$ 381,735.00	Maurice Dolbec	Todd Smith	10-0
21	Winter Public Works	\$ 150,000.00	\$ 100,000.00		\$ 100,000.00								\$ 100,000.00	Maurice Dolbec	Todd Smith	10-0
21	Patch	\$ 6,000.00	\$ 6,000.00		\$ 6,000.00								\$ 6,000.00	Maurice Dolbec	Todd Smith	10-0
23	CIP - Sidewalks	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00								\$ 5,000.00	Maurice Dolbec	Todd Smith	10-0
23	CIP - Road Capital	\$ 298,750.00	\$ 450,000.00		\$ 380,000.00						\$ 70,000.00		\$ 450,000.00	Maurice Dolbec	Todd Smith	10-0
24	CIP - Vehicle (Mower)	\$ 250,000.00	\$ 45,000.00							\$ 45,000.00			\$ 45,000.00	Maurice Dolbec	Todd Smith	10-0
25	Board of Selectmen	\$ 5,200.00	\$ 5,200.00	\$ 5,200.00									\$ 5,200.00	Maurice Dolbec	Todd Smith	12-0
25	Code Enforcement	\$ 80,080.00	\$ 85,280.00	\$ 32,830.00				\$ 52,450.00					\$ 85,280.00	Maurice Dolbec	Todd Smith	12-0
25	Code Enforcement Admin	\$ 22,735.00	\$ 24,800.00					\$ 24,800.00					\$ 24,800.00	Maurice Dolbec	Todd Smith	12-0
25	General Government	\$ 326,665.00	\$ 355,030.00	\$ 31,120.00	\$ 49,510.00		\$ 22,000.00	\$ 243,750.00	\$ 8,650.00				\$ 355,030.00	Maurice Dolbec	Todd Smith	12-0
25	Town Manager	\$ 118,900.00	\$ 126,625.00	\$ 126,625.00									\$ 126,625.00	Maurice Dolbec	Todd Smith	12-0
25	Town Manager Admin	\$ 46,810.00	\$ 49,320.00	\$ 44,420.00					\$ 4,900.00				\$ 49,320.00	Maurice Dolbec	Todd Smith	12-0
25	Town Office Salaries	\$ 180,675.00	\$ 192,425.00	\$ 132,425.00	\$ 60,000.00								\$ 192,425.00	Maurice Dolbec	Todd Smith	12-0
25	Tax Assessment	\$ 60,500.00	\$ 64,500.00	\$ 64,500.00									\$ 64,500.00	Maurice Dolbec	Todd Smith	12-0
25	HRA Funds	\$ 12,000.00	\$ 15,000.00	\$ 15,000.00									\$ 15,000.00	Maurice Dolbec	Todd Smith	12-0
26	Town Reports	\$ 5,500.00	\$ 5,500.00					\$ 5,500.00					\$ 5,500.00	Todd Smith	Maurice Dolbec	12-0
27	CIP-Municipal Bld.		\$ 75,000.00				\$ 75,000.00						\$ 75,000.00	Maurice Dolbec	Todd Smith	12-0
28	Debt - Municipal Bld.	\$ 95,915.00	\$ 95,915.00	\$ 95,915.00									\$ 95,915.00	Maurice Dolbec	Todd Smith	12-0
29	Insurance	\$ 115,500.00	\$ 140,500.00	\$ 140,500.00									\$ 140,500.00	Maurice Dolbec	Todd Smith	12-0
29	Social Security	\$ 136,500.00	\$ 148,750.00	\$ 148,750.00									\$ 148,750.00	Maurice Dolbec	Todd Smith	12-0
30	General Assistance	\$ 5,000.00	\$ 5,000.00				\$ 5,000.00						\$ 5,000.00	Maurice Dolbec	Todd Smith	12-0
31	Unanticipated Exp.	\$ 5,000.00	\$ 5,000.00				\$ 5,000.00						\$ 5,000.00	Maurice Dolbec	Todd Smith	11-0
32	Board of Appeals	\$ 2,000.00	\$ 2,000.00				\$ 2,000.00						\$ 2,000.00	Maurice Dolbec	Todd Smith	11-0
32	Planning Bd	\$ 6,000.00	\$ 6,000.00				\$ 6,000.00						\$ 6,000.00	Maurice Dolbec	Todd Smith	11-0
32	Con/Ag Commission	\$ 1,000.00	\$ 1,000.00				\$ 1,000.00						\$ 1,000.00	Maurice Dolbec	Todd Smith	11-0
33	Parks & Recreation	\$ 102,550.00	\$ 109,910.00	\$ 109,910.00									\$ 109,910.00	Maurice Dolbec	Todd Smith	12-0
33	Community Center	\$ 26,620.00	\$ 29,170.00	\$ 29,170.00									\$ 29,170.00	Maurice Dolbec	Todd Smith	12-0
33	Millfield	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00									\$ 7,500.00	Maurice Dolbec	Todd Smith	12-0
33	Mill Field Festival	\$ -	\$ -										\$ -	Maurice Dolbec	Todd Smith	12-0
34	CIP - Comm Center		\$ 60,500.00									\$ 60,500.00	\$ 60,500.00	Maurice Dolbec	Todd Smith	12-0
35	Cemetery Trustees	\$ 22,600.00	\$ 22,600.00	\$ 22,600.00									\$ 22,600.00	Maurice Dolbec	Todd Smith	10-0
36	His. Soc. cemetaries	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00									\$ 10,000.00	Maurice Dolbec	Todd Smith	10-0
36	Oak Woods Meet Hall	\$ 3,240.00	\$ 3,550.00	\$ 3,550.00									\$ 3,550.00	Gregg Drew	Maurice Dolbec	10-0
37	D.A. Hurd Library	\$ 277,350.00	\$ 303,241.00	\$ 303,241.00									\$ 303,241.00	Maurice Dolbec	Todd Smith	10-0
38	Social Services	\$ 16,893.00	\$ 12,138.00	\$ 11,893.00									\$ 11,893.00	Maurice Dolbec	Todd Smith	10-0
39	American Legion	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00									\$ 2,500.00	Maurice Dolbec	Todd Smith	10-0
39	Shipyard	\$ 500.00	\$ 500.00	\$ 500.00									\$ 500.00	Maurice Dolbec	Todd Smith	10-0
39	SMRPC	\$ 2,325.00	\$ 2,394.00	\$ 2,394.00									\$ 2,394.00	Maurice Dolbec	Todd Smith	10-0
39	Eastern Trail	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00									\$ 3,500.00	Maurice Dolbec	Todd Smith	10-0
44	Canal Street TIF	\$ -											\$ -	Maurice Dolbec	Todd Smith	11-0
	TOTALS FY24	\$ 5,805,085.00	\$ 6,077,590.00	\$ 3,378,127.00	\$ 1,104,100.00	\$ 10,000.00	\$ 367,000.00	\$ 366,500.00	\$ 379,050.00	\$ 100,318.00	\$ 70,000.00	\$ 241,750.00	\$ 6,016,845.00			
	FY 2023 Budget			\$ 3,169,315.00	\$ 1,087,070.00	\$ 35,000.00	\$ 413,840.00	\$ 330,915.00	\$ 290,710.00	\$ 170,460.00	\$ 69,500.00	\$ 238,275.00	\$ 5,805,085.00			
	Impact Fee Budget*											\$ 60,500.00				
	Inc./ (Dec.)			\$ 208,812.00	\$ 17,030.00	\$ (25,000.00)	\$ (46,840.00)	\$ 35,585.00	\$ 88,340.00	\$ (70,142.00)	\$ 500.00	\$ 3,475.00	\$ 211,760.00			
	% Inc./Dec.			6.59%	1.57%	-71.43%	-11.32%	10.75%	30.39%	-41.15%	0.72%	1.46%	3.65%			

FY 2024	
TAXATION	\$ 3,378,127.00
EXCISE	\$ 1,104,100.00
SURPLUS	\$ 367,000.00
DES. SURPLUS	\$ 10,000.00
MISC. FEES	\$ 366,500.00
ST. REV. SH.	\$ 379,050.00
EQUIP.FUND	\$ 100,318.00
STATE AID	\$ 70,000.00
OTHER FUNDS	\$ 241,750.00
GRAND TOTALS	\$ 6,016,845.00

FY2023	
TAXATION	\$ 3,169,315.00
EXCISE	\$ 1,087,070.00
SURPLUS	\$ 413,840.00
DES. SURPLUS	\$ 35,000.00
MISC. FEES	\$ 330,915.00
ST. REV. SH.	\$ 290,710.00
EQUIP. FUND	\$ 170,460.00
STATE AID	\$ 69,500.00
OTHER FUNDS	\$ 238,275.00
	\$ 5,805,085.00



## **BUDGET HIGHLIGHTS:**



### **BUDGET COMMITTEE FINANCIAL RECOMMENDATIONS**

The Budget Committee has deliberated over the budget requests of the various departments, committees and agencies seeking funding from the Town of North Berwick for the ensuing year. The Budget Committee met on five occasions during the month of February and March and has recommended the FY 2024 budget.

If the Budget Committee recommendations are followed, the total budget will increase by \$211,760.00 or a 3.65% increase, and the amount needed from Taxation to fund the budget will increase by \$208,812.00. Due to expected new valuation and increased revenues, it is anticipated that approval of this budget will have an impact on the tax rate, estimated around \$0.25 on the tax rate.

#### **LD #1 Limitations**

In January of 2005, the Maine Legislature passed a law which in effect caps the amount of taxes a Town may raise without a referendum vote. As part of every Tax Levy, the cap must be reviewed to ensure that the Town does not exceed the cap pursuant to the legislation. If the Budget Committee's recommendations are followed at Annual Town Meeting, the Town of North Berwick will continue to remain under the State of Maine property tax cap by \$2,415,453.00.

Below is the analysis of the LD#1 cap on the Town of North Berwick for FY2024:

#### **Budget Committee Recommendations**

Appropriations	\$6,016,845.00
Available Resources	
Excise Tax	\$1,104,100.00
Fund Balance (Surplus)	\$367,000.00
Des. Surplus	\$10,000.00
Misc. Fees	\$366,500.00
State Revenue Sharing	\$379,050.00
Equipment Fund	\$100,318.00
State Road Aid	\$70,000.00
Enterprise Fund	\$152,750.00
ARPA/Grants	\$89,000.00
Subtotal	\$3,378,127.00
Increase over FY2023	\$208,812.00

#### **Tax Limitation Calculations**

Tax Limit	\$5,793,580.00
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#### **Proposed Expenditures**

##### **By Department**

	<b><u>FY23</u></b>	<b><u>FY24</u></b>	<b><u>% Inc(Dec)</u></b>
Highway	\$630,115.00	\$609,590.00	-3.26%
Capital Imp.	\$892,974.00	\$781,183.00	-12.52%
General Gov.	\$1,130,065.00	\$1,231,930.00	9.01%
Protection	\$2,301,448.00	\$2,491,889.00	8.27%
Library	\$277,350.00	\$303,241.00	9.34%
Parks and Rec.	\$136,670.00	\$146,580.00	7.25%
Health and Social	\$295,883.00	\$311,473.00	5.27%
Other	\$44,665.00	\$45,044.00	0.85%
Debt	\$95,915.00	\$95,915.00	0.00%
<b>TOTAL</b>	<b>\$5,805,085.00</b>	<b>\$6,016,845.00</b>	<b>3.65%</b>

##### **Capital Improvement Budget**

Highway	\$654,955.00	\$500,000.00	-30.99%
Parks and Rec.	\$0.00	\$0.00	0.00%
General Gov.	\$0.00	\$75,000.00	
Police	\$45,460.00	\$55,318.00	21.68%
Rescue	\$0.00	\$25,000.00	0.00%
Transfer Station	\$42,000.00	\$00.00	
Library	\$0.00	\$0.00	
Fire	\$150,559.00	\$125,865.00	-19.62%
<b>TOTAL</b>	<b>\$892,974.00</b>	<b>\$781,183.00</b>	<b>-12.52%</b>

#### **Proposed Revenues**

Taxation	\$3,169,315.00	\$3,378,127.00	6.59%
State Rev. Sharing	\$290,710.00	\$379,050.00	30.39%
Excise Tax	\$1,087,070.00	\$1,087,070.00	1.57%
Equipment Fund	\$170,460.00	\$170,460.00	-41.15%
Misc. Fees:	\$330,915.00	\$366,500.00	10.75%
Road Block Grant:	\$69,500.00	\$69,500.00	0.72%
Enterprise Fund	\$149,275.00	\$152,750.00	3.02%
Designated Surplus	\$35,000.00	\$10,000.00	-71.43%
ARPA/Grants	\$89,000.00	\$89,000.00	0.00%
Undesignated Surplus	\$333,840.00	\$367,000.00	-11.32%
<b>TOTAL</b>	<b>\$5,805,085.00</b>	<b>\$6,016,845.00</b>	<b>3.65%</b>



## BUDGET OVERVIEW

The proposed budget for FY24 calls for a 3.65% increase in funding over FY23. Although this is a very large increase over last year's budget, the Town has seen an increase in available revenues and have significant reserves to assist in the increase in the budget. One of the effects of the Covid-19 pandemic was the need to significantly increase wages for employees to keep our staff and provide them with wages that are competitive with other communities and labor market environment. The proposed budget represents an 6.59% increase in operational costs. The capital side of the budget is a decrease of 12.52% in order to meet the Town's capital needs identified in the Town's Capital Improvement Plan.

### **Financial Health of the Town:**

The Town continues to maintain a healthy fiscal approach by maintaining a fund balance equal to more than 90 days of expenditures as recommended by our auditors as well as healthy fund balances within the Town's trusts and dedicated funds. In addition, department heads continue to develop budgets that provide the essential services requested by residents in the most effective way and at the lowest possible cost. The Town also produces a Capital Improvement Plan to provide a means for evaluating facility and infrastructure projects and the mechanism for reviewing operating budget projects. The five-year Capital Improvement Program is reviewed and revised yearly with ten-year projections included to anticipate and plan for projects involving public facility improvements and major equipment purchases. By planning and maintaining the town's infrastructure, facilities and equipment, it balances the needs and the Town's financial ability on both a short and long term basis.

### **Expenditures:**

In terms of expenditures, the Town department heads have made a concerted effort to produce budgets that fund the services demanded by citizens at the lowest possible cost while still maintaining our capital equipment and providing competitive salaries and benefits for our employees. Significant increases in costs include the following:

***Salaries and Benefits:*** This year, the Board of Selectmen has produced a budget that increases wages across all positions for our Town employees. After reviewing the labor market and where the Town ranked as to different positions, it was determined to increase wages and in some instances, provide additional wage increases to keep the town competitive in this tight labor market. Minimum COLA increase – 6.5%, Police Contract – 7.5%. Health premiums increased by 4.5%, however, new hires and employees opting to take insurance has also increased health insurance costs. The retirement system has increased the percentage that the Town must contribute for its employees. This resulted in a 6.5% increase for regular employees. With salary increases, increases to department averaged around 11.5%.

***Rescue:*** With the move from a per diem ambulance service to a hybrid full-time/per diem department in FY23, the Town continues to see increases related to Rescue Service. Insurance reimbursement rates continue to lag while costs continue to increase resulting in the use of property tax to fund the Rescue Squad. The Town is also requesting permission to order the new ambulance in advance of FY25 due to 18-24 months lead times to deliver the Ambulance.

***Energy:*** The town has been able to lock in heating oil at a rate lower than current market for next year at \$3.19 a gallon. This is still an increase over last year's budget for our fuel costs of nearly \$30,000.00 across the heating oil accounts of the Town. The Town is still under contract for the next 4 years for our electricity cost at 9.99 cents per KW (8 cents less than standard offer rate), however transmission and distribution costs increase from CMP will cause a slight increase in electrical costs across all departments.

***Dispatch:*** The Town negotiated a new 10 year contract with the City of Sanford in 2019. The Town had been paying well below normal costs for dispatch over the previous contract. The new contract brings the Town to parity with the other communities dispatched, however this will increase the town's cost over the next five years from \$84,000 to \$150,500.00. Approximately \$14,000.00 a year increase.

***Library:*** Increase in labor costs to the library will result in \$25,890.00 increase in the budget

***Fire:*** With the Fire Department move from a stipend and point system to a per hour rate for our firefighters and an increase in the minimum wage, it is estimated to increase the wage component of the Fire Department. In addition, turnout gear and other Fire related products have more than doubled in cost over the past year causing a total increase to the Fire Department budget of \$64,000.00.

**Capital Projects:**

There are various pieces of equipment scheduled to be purchased over the next year and they are detailed within this newsletter. As voters will notice, costs for Capital Equipment continue to increase at an extremely rapid rate in this post COVID world. Lack of inventory and supplies have increased pricing and the availability of equipment.

**Impact Fee Budget:** The Town collects Impact Fees as part of the building process to assist the town in offsetting capital costs for Recreation and Open Space. This year it is proposed to utilize some of the funds for capital projects for the Parks and Recreation and specifically for the Community Center. These improvements include, repair of the roof, new tables and chairs, Heat Pumps and a stand-by generator. Cost \$60,500.00.

**Revenues:**

***Excise Tax:*** With the slowing economy, the Town is seeing its excise tax collection stay about the same after 10 years of increasing revenue. It is estimated at \$1,105,000.00

***State Revenue Sharing:*** The State has committed to restoring the State Revenue Sharing to 5% of the collected sales tax back to the municipalities which will maintain this revenue source. Estimated at \$380,000.00.

***Misc. Revenue:*** Increase in Code Enforcement Office fee collections will result in an increase in Misc. Fee revenue along with a better rate of return on the Town's investment resulting in an estimated increase of \$36,000.00. Estimated at \$366,500.00

***Equipment Fund:*** The Town's Equipment fund will be utilized to offset costs for the new Public Works Truck and Police Cruiser. This fund continues to grow due to the increases in Excise Tax year over year.

***PAYT:*** The PAYT program continues to remain healthy with over \$298,477.00 fund balance. Although it is expected that year over year growth will transition to break even, mainly due to the newly signed Hauling agreement with Casella Waste, the need for a price increase in bag prices looks at least 5 years out. That will mean bag prices will remain the same for 15 - 17 years since last increase. The initial bag price lasted 13 years without an increase.

***Undesignated Fund Balance:*** The Town's Undesignated Fund Balance has been maintained this past year and that allows for the town to utilize the funds for one-time capital projects without impacting the amount needed from taxation to fund governmental expenses. It is planned to utilize nearly \$300,000.00 from Undesignated Fund Balance to offset taxation increases.

***ARPA and Grants:*** The Town continues to seek grant opportunities to assist in the funding of Town projects. Last year, the Town was able to secure a \$125,000.00 grant for the additional Police Officer approved in last year's budget of which the Town utilized \$62,500.00 towards that budget. The remaining \$62,500.00 grants funds will be utilized this year to assist in offsetting tax increases. In addition, the town received a significant amount of funds from the Federal Government as part of the covid-19 relief package approved by Congress. Much of that has been approved for expenditure by last Town Meeting, however, it is proposed to utilize \$26,500.00 to help offset Rescue Squad personnel costs attributed to moving to a full-time staff.

***Taxes:*** The Town anticipates an increase in valuation due to the amount of construction that has taken place within the Town over the past year. This increased valuation will result in additional tax dollars that will offset increase. Estimated increase in taxation of \$50,000.00.

# FY24 CAPITAL IMPROVEMENTS

**Town Office:** There are 2 projects proposed for the Town Office this coming year:

**Server Project:** The Town replaces our computer servers on a 5 year timeframe. The estimated cost of replacement is \$20,000.00. The purchase will include a Dell Power Edge T440 server with Microsoft windows server 2022, Microsoft M365 Business standard for the Town's software and email server.

**Roof Project:** It is proposed to replace the shingles on the Town Hall at an estimated cost of \$55,000.00. The shingles were replaced on the front side of the building 3 years ago and the remaining 3 sides have been held off until the Verizon project had been completed on the roof. Verizon is anticipated to be completed this year. The shingles have been falling off the building in larger wind storms over the past few years. It is proposed to complete the last 3 sides of the building.

## Police Department:



**Police Cruiser:** This year, the police department is requesting a replacement cruiser. Once again, the Police Department is planning on purchasing an SUV. The Town currently maintains 6 SUV's in our fleet and we have found that the maintenance costs are significantly less than the standard cruiser even as the vehicles age. The SUV model also allows for the department to respond to emergencies in all types of weather. This replacement cruiser will replace the first SUV purchased by the Town in 2016.

The increase in cost this year can be attributed to the overall increase in vehicles in the market place from the manufacturer. Estimated cost - \$55,318.00.

## Public Works:

**Flail Mower:** It is planned to replace the 25 year old sickle bar mower that is increasingly difficult to find parts to repair with a flail boom mower that will attach to the Town's MT Trackless machine. This will provide the Town with a solution to its roadside mowing that has been challenging over the past several years.



## Rescue:



**Ambulance:** The Town is proposing to appropriate \$25,000.00 towards the purchase of a new Ambulance to replace the 2008 Ambulance. It was planned to purchase the ambulance in FY25, however, the reason for asking that the ambulance purchase agreement be added to the warrant for this upcoming FY is to lock in a price for a new ambulance, estimated at \$376,000.00, that will not arrive for 18-24 months from the time that we sign the agreement. It is expected that the manufacturer will not even receive the chassis for a full year from signing, and then begin the build on the ambulance. We can expect to see the delivery of the ambulance in late 2024 (after July 1 2024) to early 2025 and payment will not due until we take delivery.

Currently, the soaring maintenance costs associated with keeping Ambulance 1 on the road and the fear that instead of having it for 2 more years that it would grow into 4 years or more and continue to cost more money to repair is another reason for the request to approve the ordering of the ambulance this year and not taking possession until after July 1, 2024. The Town will plan to finance the ambulance purchase over a ten-year time frame beginning in the FY25.

## Fire Department:

This year there are four CIP projects for the Fire Department:



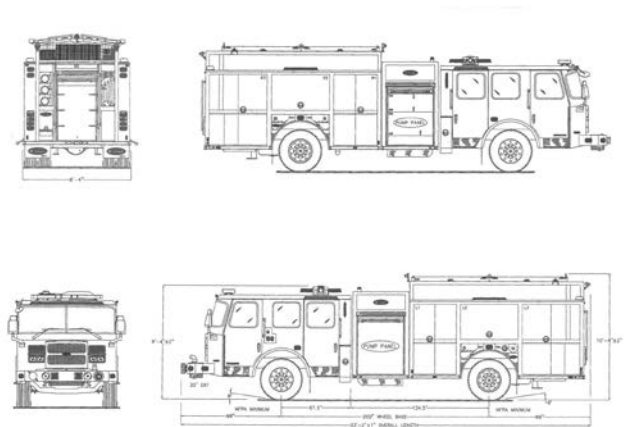
***Tanker:*** At the 2015 Town Meeting, the voters approved the purchase of a tanker that holds 3,000 gallons of water for utilization in the area of town currently not served by the hydrant system. This is the eighth payment on the 10-year bond to fund the purchase of the tanker



***Fire Station Planning:*** Over the past three years, the town has been appropriating \$50,000.00 a year for the planning of a new Fire Station. In December 2018, the Board of Selectmen in conjunction with the Planning Committee, entered into a contract with Port City Architecture to complete a feasibility study for the new facility to house both the Fire Department and Rescue Squad on land owned by the Town on Lebanon Road,

incorporating the existing Rescue Squad Building into the design. This land is geographically located in the center of the Town. Port City Architecture completed a feasibility study in the Summer/Fall of 2019. Conceptual Plans have been created of the proposed new Station, however, final design has not been completed. The Town currently has \$276,000.00 in the reserve account and the final architectural plans are estimated at \$295,000.00. The Town is proposing to appropriate \$50,000.00 to continue the process of planning for a new facility for the Fire Department and Rescue Squad. It is planned to finetune the design in an effort to bring it to voters for approval.

***Pumper:*** Voters approved the replacement of the 1993 Fire Pumper with a new E-One Typhoon Pumper which is similar to the pumper purchased by the Town 10 years ago. Voters approved the utilization of \$275,000.00 from Pumper Reserve Fund and a \$15,000.00 prepayment credit to be used toward the \$665,000.00 purchase price and financed the remaining \$375,000.00 through a 10 lease agreement. This kept yearly payments to \$44,388.77 and within the budget frame work. Due to supply chain interruptions that have delayed the construction of the pumper, the pumper has been ordered and the Town expects to receive the pumper in the later part of 2023 or the beginning of 2024.



***SCBA:*** The Fire Department Air Packs (SCBA) have not been replaced since 2002 and the availability of parts to maintain them has grown increasingly difficult. In order to replace the air packs, they must be done all at once to ensure that firefighters can switch out oxygen bottles properly and that all the equipment is matched. The proposal is to purchase 30 MSA G-1 SCBA packs with masks along with 30 bottles. The proposed cost of this project is \$265,000.00 and it is proposed to purchase the air packs on a 10 year time frame. The first year's cost is estimated at \$7,500.00 with the estimated yearly cost beginning in FY25 of \$30,000.00 per year for 10 years.



## Community Center: (Impact Fee Budget)

There are four projects proposed for the Community Center and it is proposed to utilize Impact Fee funds designated for Capital projects for Recreation to complete the projects. The Town currently has approximately \$123,000.00 in the impact fee fund and it is proposed to utilize \$60,500.00 for the following projects:

**Roof Repair:** The metal roof has not been reviewed since it was installed over 20 years ago. There are a few leaks that have been found due to the roof needing a cobra vent installed under the roof cap and to have the screws tightening and in some instances, replaced. It is also necessary to reseal around the kitchen hoods on the roof. Estimated cost - \$3,500.00.



**Chairs and Tables:** It has been nearly 12 years since the tables and chairs in the community center were replaced and they are in need of replacement. It is proposed to replace the 95 chairs with an Advantage Black Vinyl-padded banquet stackable chair and the 12 folding tables with Lifetime plastic folding tables. Estimated cost - \$5,000.00.

**Heat Pumps:** In order to provide air conditioning in the Community Center, the Town has relied on window air conditioners that typically last around 2 years. This is due primarily to the limitations of the electrical system and the sizing of the window units which typically become overworked during extended heat during the summer months. With the ever-increasing usage of the Community Center in the summer months and with the new heat pump technology, it is proposed to install 3 Mitsubishi heat pumps (2- 36,000 Btu and 1-12,000 BTU) to air condition the Community Center. The added bonus will be the ability to utilize the heat pumps as supplemental heat, during the fall and Spring months, for the propane heating system currently utilized to heat the Community Center. This is anticipated to be a permanent solution to the air conditioning needs of the Community Center. Estimated cost - \$32,000.00.



**Generator:** The Town currently has generators for most of the town's buildings for backup power, however, a generator was never installed at the Community Center. With the growing electrical outages within the community and the need for a warming shelter or simply a place for people to go when power is lost for an extended period of time during winter months, it is proposed to install a Generac 22 KW generator at the Community Center for use by both the Parks and Recreation Department and the Emergency Management Department of the Town. Estimated cost - \$20,000.00.



# ROAD PROJECTS

## FY2024 PROPOSED ROAD CIP

**BOND ISSUE:** Ten years ago, the Town issued a \$1,000,000.00 bond to assist with the maintenance of the Town's Road network. It is proposed to borrow another \$1,000,000.00 to utilize towards the Town's road network. The town has just completed the Capital Improvement Plan for the next 10 years and by utilizing the bond issue along with increasing the amount of funds dedicated to the yearly road maintenance, the Town can keep the road network in good condition. It is proposed to increase the annual road maintenance from \$400,000.00 to \$450,000.00 in FY24 and then increasing to \$500,000.00 beginning in FY25 through FY34.

Should the voters approve the bond issue, the following projects are scheduled to occur in FY24:

**Linscott Hill Road** – Shim and Overlay Fox Farm Hill Road to Sanford Townline, 3,630 feet.. - Estimated Cost: \$97,500.00.

**Dillingham Road** – Reconstruct the first 600 feet and Shim and Overlay from Lebanon Road to Top of Hill, 3,475 feet. - Estimated Cost: \$95,000.00.

**Little River Road** – Shim and Overlay Lebanon Road to Berwick Town Line, 5,140 feet. - Estimated Cost: \$140,000.00.

**Sand Pond Road Bridge** – In 2022, the State of Maine conducted an inspection of the Sand Pond Road Culvert and found it to be in need of replacement in the coming years. This culvert is jointly owned between the Town of North Berwick and the City of Sanford. It is planned to relace the culvert in FY26, however, the engineering needs to take place prior to the project being completed. North Berwick and Sanford have engaged the services of Wright Pierce Engineers to prepare the preliminary engineering to replace the culvert with a suitable solution. Cost of this preliminary engineering is \$33,700.00 with North Berwick's share being \$16,850.00.

**Morrells Mill Road** – Shim and Overlay Valley to Sanford Town Line, 15,325 feet. - Estimated Cost: \$460,000.00.

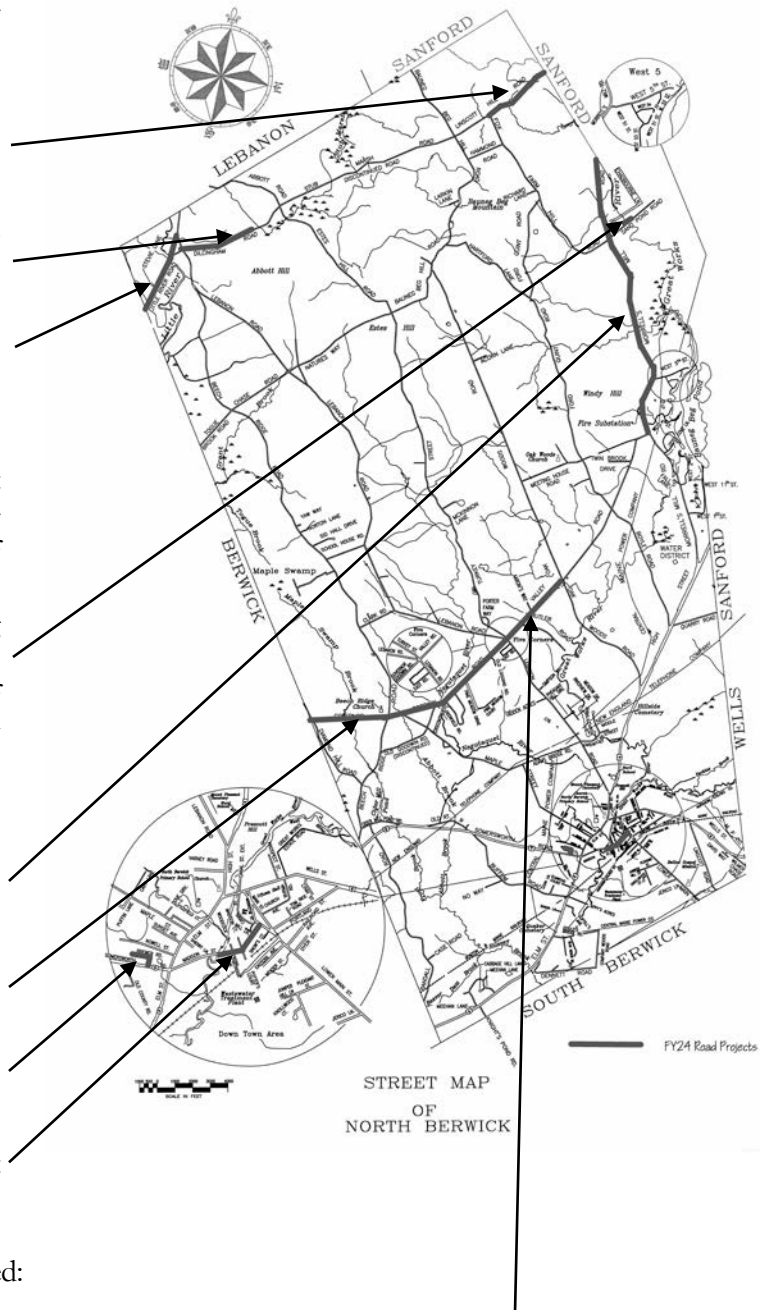
**Governor Goodwin Road** – Grind 1" and Pave All, 11,845 feet. - Estimated Cost: \$347,500.00.

**Brewer Road** – Shim and Overlay All (In conjunction with Water District Project), 560 feet. - Estimated Cost: \$16,000.00.

**Madison Street** – Shim and Overlay Bridge to Market Street, 1,625 feet. - Estimated Cost: \$43,500.00.

If funds allow, the following project will also be completed:

**Valley Road** – Shim and Overlay Lebanon Road to Oak Woods Road, 4,260 feet. - Estimated Cost: \$127,500.00.





## ADOPT A CEMETERY PROGRAM



The Adopt a Cemetery program is designed to save taxpayers money by not having to hire companies and individuals to maintain the Veteran's cemeteries in the Community. The program is designed where individuals, families or organizations can adopt a cemetery and maintain that cemetery between May and October of every year. State Law dictates that "municipality in which said burying ground is located shall keep in good condition and repair, all graves, headstones, monuments or markers designating the burial place of said Revolutionary soldiers or sailors or soldiers or sailors who served in the United States Army, Navy or Marine Corps in any war and shall keep the grass suitably cut and trimmed on those graves from May 1st to September 30th of each year."

All those interested in this program are asked to send in the form prior to April 15, 2023.

**TOWN OF NORTH BERWICK  
2023 ADOPT-A-CEMETERY PROGRAM**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Organization (if applicable): \_\_\_\_\_

I wish to \_\_\_\_\_ Adopt Cemetery # \_\_\_\_\_

\_\_\_\_\_ Willing to have the Town assign a cemetery

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**(Map available at the Town Office)**

Whitehouse Murray(#4), Frost(#5), Gupill (#7), Grant-Hayes (#9), Libby-Hanson (#12), Dillingham(#14), Stackpole(#15), Brackett(#20), Pray (#21), Hurd(#22), Rogers (#23), Fenderson(#25), Remick(#26), Hurd-Staple(#27), Fernald(#28), Libby(#29), Hanscom-Brackett(#30), Goodwin(#32), Abbott(#33), Nowell(#34), Chadbourne (#37), Nowell(#40), Junkins (#47), Weymouth(#54), Johnson-Nutter(#56), Fernald (#57), Clark(#58), Stillings(#59), Hall(#60), Brackett(#67), Hanscom(#70), Abbott(#73), Staples(#77), Staple-Hurd(#78), Young(#88), Randall(#98), Hubbard(#99), Twombly(#104), Chadbourne(#107), Hill(#109), Hartford-Gupill(#120), Quint(#124), Ford-Goodwin(#129), Allen (#130), Ford (#131), Billings(#136), Ford(#138), Morrill(#143), Grant(#147), Cutts(#155), Weymouth(#159), Hammond(#161), Applebee(#164), Hurd(#166), Nunn-Merrill(#167), Weymouth(#174), Ricker (#181), Abbott (#183), Breton (#186), Chadbourne(#187)and Wood(#188).

## TAX CLUB

The Board of Selectmen is pleased to announce the continuation of the Tax Club for the 2024 Fiscal Year. The Tax Club allows property owners to pay their property taxes over the course of the year through a payment book that the Town will issue after taxes have been committed and a Tax Club application has been completed.

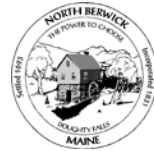
The Tax Club works very similar to a Christmas Club Account in that your tax bill is evenly divided over a ten (10) month period starting in September and ending June 15. The start date of September is used due to the setting of commitment by the Board to determine the

actual taxes owed by the property owner. The payments are made without any interest charges accruing so long as the payments are received in accordance with the term of the agreement. If the property owner does not keep up with payments, then all interest that would have been due must be paid in full.

Any property owner who would like additional information or would like to join the tax club should fill out the following application and drop it off at the Town Office.



### TOWN OF NORTH BERWICK TAX CLUB



**RULES AND REGULATIONS:** The Tax Club of the Town of North Berwick will be conducted on a payment plan approved by the Town and the individual taxpayer not to exceed 10 months in duration. Taxpayers must make payments according to the Tax Club coupon book issued to them no later than the 15th day of the month in order to qualify for the "No Interest" benefit.

Payments will be made at the Tax Collector's Office, Town of North Berwick, 21 Main Street, North Berwick, Maine 03906 or mailed to the Tax Collector's Office, Town of North Berwick, P.O. Box 422, North Berwick, Maine 03906.

Payments received after the due date will be subject to paying all back interest and fees if applicable.

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ E-mail: \_\_\_\_\_

\_\_\_\_\_ Account Number: \_\_\_\_\_

Map: \_\_\_\_\_ Lot: \_\_\_\_\_

*I have read the above and do hereby agree to join the Town of North Berwick Tax Club.*

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Witnessed: \_\_\_\_\_

#### TO BE COMPLETED BY TOWN

Fiscal Year: 20\_\_\_\_ Tax Bill: \$\_\_\_\_\_

Number of Payments: \_\_\_\_\_

Amount per Payment: \$\_\_\_\_\_

## PARKS AND RECREATION

North Berwick Parks and Recreation is excited for another fun-filled Summer Camp season. Last year we had such a blast and can't wait for another memorable summer!!

### **Summer Camp:**

-Ages: 5-13

-Full Day camp - 9:00 am to 3:00 pm Monday thru Friday

- Dates - July 3 to August 11 (No camp on July 4)

**Registrations:** Registrations begin March 20, 2023 or attend Registration nights on March 23, 2023 or May 18, 2023 (if needed) from 5:00-7:00 pm at the Community Center.



**Cost:** Cost will be \$875.00 for North Berwick Residents and \$975.00 for Non-Residents. Deposit of \$50.00 must accompany the application and the deposit will be applied to total cost of camp. Payment of the total cost must be received by June 21, 2023. There will be no exceptions to this policy. Non-payment could result in the loss of your camper's spot at summer camp.

The Town limits Summer Camp to 85 campers. The Town will create a waiting list once the 85 camper limit has been reached. The Town will only accept non-resident applications after the first registration date, March 23, 2023.

### **Parent Information Night: June 21, 2023**

Mandatory for parents with new campers. As a returning camper/parent, Parent Information Night is not mandatory, but full camp payment is due by June 21st, 2023 (parent info night). Kaylyn will be available between 4:00-5:30pm that night to take final payments from those who don't need to attend Parent Info Night!

### **Before and After Care:**

Before Care available 7:00 am - 9:00 am.

After Care available 3:00 pm - 5:00 pm

### **Packages:**

#### ***1. HOURLY Drop-IN Service:***

Pay by the hour on a weekly basis. - Cost \$5:00 per hour with full hour charges (example 15 minutes of before or after care will result in a \$5.00 charge)

#### ***2. Purchase the Before Care (7am-9am) package:***

Cost is \$200.00 (\$3.33 per hour) due at camp signup. This package covers you every day from 7-9am and you will **not** owe anything on Fridays unless other charges are incurred for any after care.

#### ***3. Purchase the After Care (3pm-5pm) package:***

Cost is \$200.00 (\$3.33 per hour) due at camp signup. This package covers you every day from 3-5pm and you will **not** owe anything on Fridays unless other charges are incurred for any before care.

#### ***4. Purchase the Before and After Care package:***

Cost is \$360.00 (\$3 per hour) due at camp signup. This package covers you every day from 7-9am and 3-5pm and you will **not** be billed for any dues the rest of the summer.

**Information:** For more information go to Town website: <https://www.townofnorthberwick.org/parks-recreation/news/summer-camp-2022> or contact Kaylyn Bell, North Berwick Parks and Recreation Director at 676-3206 or [nbrec@maine.rr.com](mailto:nbrec@maine.rr.com)

**ANNUAL TOWN MEETING – SATURDAY, APRIL 15, 2023**  
**ELECTIONS & REFERENDUM QUESTIONS – 8:00 AM – 1:00 PM**

**BUSINESS MEETING – BEGINS AT 1:30 PM**

**NOBLE HIGH SCHOOL**

**GET OUT AND VOTE!!!**

Town of North Berwick  
21 Main Street  
P.O. Box 422  
North Berwick, Maine 03906

[www.townofnorthberwick.com](http://www.townofnorthberwick.com)

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