

BRUNSWICK TOWN COUNCIL
Special Meeting
June 28, 2012
5:00 P.M.
Municipal Meeting Room
Brunswick Station
16 Station Avenue

Pledge of Allegiance

Roll Call

ACTION ITEMS:

80. The Town Council will consider adopting “A Resolution Authorizing the Transfer of Funds Between Municipal Departments, Offices, and Agencies” and will take any appropriate action. (Manager) **ACTION**
81. The Town Council will consider adopting “A Resolution Authorizing the Overexpenditure of Certain Accounts for the Fiscal Year Ending June 30, 2012” and will take any appropriate action. (Manager) **ACTION**
82. The Town Council will consider any other action necessary to close the 2011-2012 fiscal year, and will take any appropriate action. (Manager) **ACTION**

CONSENT AGENDA

- (a) Abatement of certain uncollectable outstanding real and personal property taxes
- (b) Abatement of personal property taxes that were assessed in error

**INDIVIDUALS NEEDING AUXILIARY AIDS FOR EFFECTIVE
COMMUNICATION SHOULD CONTACT
THE TOWN MANAGER’S OFFICE AT 725-6659
(TDD 725-5521)**

**Brunswick Town Council
Special Meeting Agenda
June 28, 2012
Council Notes and Suggested Motions**

ACTION ITEMS:

80. This item is to adopt a resolution authorizing the transfer of funds between municipal offices, departments, and agencies. A copy of the resolution is included in your packet.

Suggested Motion:

Motion to adopt “A Resolution Authorizing the Transfer of Funds Between Municipal Departments, Offices, and Agencies”.

81. This item is to adopt a resolution authorizing the over-expenditure of certain accounts for the fiscal year ending June 30, 2012. A copy of the resolution is included in your packet.

Suggested Motion:

Motion to adopt “A Resolution Authorizing the Overexpenditure of Certain Accounts for the Fiscal Year Ending June 30, 2012.”

82. This item is a place holder for any additional items that may come up between the time the agenda is set and the meeting is held.

Suggested Motion: None at this time.

CONSENT AGENDA

- (a) Abatement of certain uncollectable outstanding real and personal property taxes: These taxes need to be abated since they are uncollectible due to absence or insolvency of the taxpayer. A copy of a memo from Mr. Eldridge is included in your packet.
- (b) Abatement of personal property taxes that were assessed in error: The Assessor has identified accounts that were assessed in error and is requesting abatement. Copies of her memos are included in your packet.

Suggested Motion: Motion to approve the Consent Agenda.

Suggested Motion: Motion to adjourn the meeting.

ITEM 80

BACK UP MATERIALS

**TOWN OF BRUNSWICK, MAINE
TOWN COUNCIL**

**A Resolution Authorizing the Transfer of Funds Between
Municipal Departments, Offices, and Agencies**

WHEREAS, the Town of Brunswick encountered some unanticipated expenditures in the 2011-2012 fiscal year for which sufficient funds were not available within the appropriated budgets of various municipal offices, departments and agencies; and

WHEREAS, the Town of Brunswick also has unanticipated savings in other municipal offices, departments and agencies; and

WHEREAS, the Town Manager, in accordance with section 508 (b) of the Charter of the Town of Brunswick, has requested a transfer of funds from accounts with unanticipated surpluses to those accounts for which there are unanticipated expenditures;

NOW THEREFORE BE IT RESOLVED by the Town Council of the Town of Brunswick, Maine, in accordance with section 508 (b) of the Charter of the Town of Brunswick, that the following budgetary transfers are made:

From Account:

Risk Management	\$ 21,000
Police Department	50,000
Public Works General Maintenance	50,000
Public Works Winter Maintenance	50,000
Wages & Benefits Adjustment Account	<u>25,000</u>
	<u>\$ 196,000</u>

Appropriated to Account:

Administration	\$ 87,000
Municipal Officers	12,000
Municipal Building	25,000
Cable TV	5,000
Economic Development	6,000
Public Works Administration	2,000
Public Works Recycling	3,000
Public Works Central Garage	10,000
General Assistance	36,000
Curtis Memorial Library	5,000
Police Station Planning	<u>5,000</u>
	<u>\$ 196,000</u>

ITEM 81

BACK UP MATERIALS

**TOWN OF BRUNSWICK, MAINE
TOWN COUNCIL**

**A Resolution Authorizing the Overexpenditure of Certain Accounts
for the Fiscal Year Ending June 30, 2012**

WHEREAS, Section 508(a) of the Charter of the Town of Brunswick requires a vote of the Town Council to authorize a department to expend an amount greater than its gross appropriation; and

NOW THEREFORE BE IT RESOLVED, that the Town Council of the Town of Brunswick, Maine hereby authorizes expenditures to exceed the gross appropriation in any appropriated account so long as the amount is \$10,000 or less.

BE IT FURTHER RESOLVED, that any authorization, made prior, or subsequent to, this resolution, in an amount greater than \$10,000 for an individual account, shall not be changed by this resolution.

Proposed to Town Council: June 28, 2012

Adopted by Town Council:

ITEM 82

NO BACK UP MATERIALS

CONSENT AGENDA - A BACK UP MATERIALS



Town of Brunswick, Maine

INCORPORATED 1739

OFFICE OF THE FINANCE DIRECTOR

28 FEDERAL STREET

BRUNSWICK, MAINE 04011-1583

TELEPHONE 207-725-6652

FAX 207-725-4107

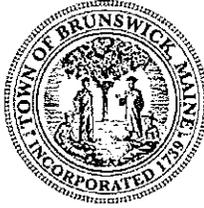
Date: June 27, 2012
To: Town Council
From: John S. Eldridge, Finance Director 
Subject: Uncollectable Personal Property taxes to be abated

Pursuant to section 841 (3) of title 36 M.R.S.A., I request that certain outstanding personal property taxes be abated. These taxes cannot be collected due to the absence or insolvency of the taxpayer.

Insolvency	13 accounts	\$ 26,256.21
Absence	63 accounts	<u>20,153.01</u>
		\$ 46,409.22

CONSENT AGENDA - B BACK UP MATERIALS

28 Federal Street
Brunswick Maine 04011



Telephone 207 725-6650
FAX 207 725-6663

Town of Brunswick, Maine

Incorporated 1739
Assessing Department
www.brunswickme.org

MEMO

TO: Gary Brown, Town Manager
Town Council Members

FROM: Cathleen M. Donovan, Assessor *cm*

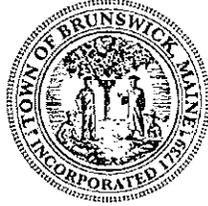
DATE: June 14, 2012

SUBJECT: Abatement

It has recently come to my attention that Elizabeth Carr D/B/A Art, Mind and Soul Studio was assessed for personal property for the 2010 tax year in error. Recent notification states that Elizabeth Carr does not operate a business. Therefore, I am requesting that the Town Council grant abatement under Title 36 M.R.S.A § 841(1) for the 2010 tax year as follows:

<u>Year</u>	<u>Assessment</u>	<u>Tax</u>
2010	300	\$6.86

28 Federal Street
Brunswick Maine 04011



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Town of Brunswick, Maine

Incorporated 1739

Assessing Department

www.brunswickme.org

MEMO

TO: Gary Brown, Town Manager
Town Council Members

FROM: Cathleen M. Donovan, Assessor

cmd →

DATE: June 14, 2012

SUBJECT: Abatement

It has recently come to my attention that Charles Arnold D/B/A DNC Construction was assessed for personal property for the 2009 & 2010 tax years in error. Recent notification states that Charles Arnold closed his business prior to 2009. Therefore, I am requesting that the Town Council grant abatements under Title 36 M.R.S.A § 841(1) for the 2009 & 2010 tax years as follows:

<u>Year</u>	<u>Assessment</u>	<u>Tax</u>
2009	6,000	\$135.24
2010	7,700	\$176.10