

BRUNSWICK TOWN COUNCIL
Special Meeting
June 27, 2013
5:00 P.M.
Municipal Meeting Room
Brunswick Station
16 Station Avenue

Pledge of Allegiance

Roll Call

ACTION ITEMS:

68. 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**
69. The Town Council will consider adopting “A Resolution Authorizing the Overexpenditure of Certain Accounts for the Fiscal Year Ending June 30, 2013,” and will take any appropriate action. (Manager) **ACTION**
70. The Town Council will consider any other action necessary to close the 2012-13 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 27, 2013
Council Notes and Suggested Motions**

68. 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.”

69. This item is to adopt a resolution authorizing the over-expenditure of certain accounts for the fiscal year ending June 30, 2013. 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, 2013.”

70. 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 68

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 2012-13 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:

Municipal Building	\$ 3,500
Risk Management	30,000
Fire Department	20,000
Police Department	73,000
Public Works General Maintenance	<u>80,000</u>
	<u>\$ 206,500</u>

Appropriated to Account:

Administration	\$ 147,000
Assessing	5,000
Economic Development	12,500
Recycling	10,000
Central Garage	30,000
Recreation Buildings & Grounds	1,000
People Plus	<u>1,000</u>
	<u>\$ 206,500</u>

ITEM 69

BACK UP MATERIALS

**TOWN OF BRUNSWICK, MAINE
TOWN COUNCIL**

**A Resolution Authorizing the Overexpenditure of Certain Accounts
for the Fiscal Year Ending June 30, 2013**

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 27, 2013

Adopted by Town Council:

ITEM 70

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 26, 2013
To: Town Council
From: John S. Eldridge, Finance Director
Subject: Uncollectable Personal Property 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 assessed owners.

Absence	30 accounts	\$12,207.21
Insolvency	1 account	<u>776.88</u>
Total		\$12,984.09

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

DATE: June 27, 2013

SUBJECT: Abatement

It has recently come to my attention that **TIM SAMPLE**, DBA: **MAINE HUMOR COMPANY** was assessed for personal property for the 2011 tax year in error. Recent notification states that **TIM SAMPLE** does not operate a business.

Therefore, I am requesting that the Town Council grant abatement under *Title 36 M.S.R.A. §841 (1)* for the 2011 tax year as follows:

<u>Year</u>	<u>Assessment</u>	<u>Tax</u>
2011	\$5,300	\$125.50