

BRUNSWICK TOWN COUNCIL
Special Meeting Agenda
August 8, 2013
4:00 P.M.
Municipal Meeting Room
Brunswick Station
16 Station Avenue

Pledge of Allegiance

Roll Call

NEW BUSINESS ITEMS:

93. The Town Council will consider amending the 2013-2014 School Budget Articles, and will take any appropriate action. (Manager) **ACTION**
94. The Town Council will consider a warrant for the School Budget Validation Referendum to be held on August 20, 2013, and will take any appropriate action. (Manager) **ACTION**
95. The Town Council will consider adopting “A Resolution Amending the Municipal Budget For the Period July 1, 2013, and ending on the June 30, 2014,” and will take any appropriate action. (Manager) **ACTION**

CONSENT AGENDA

- (a) Warden and Deputy Warden appointments

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

Brunswick Town Council
August 8, 2013
Council Notes and Suggested Motions

93. This item is to consider adopting am-2014 School Budget Articles. Each Article will need to be voted on separately. Copies of the Articles are included in your packet.

No Motion for Article 1

ARTICLE 1. Region Ten Technical High School Budget. There are no changes proposed to article 1. Article 1 remains as originally approved May 23, 2013.

No Motion for Article 2

ARTICLE 2. Merrymeeting Adult Education Budget. There are no changes proposed to article 2. Article 2 remains as originally approved May 23, 2013.

Suggested Motion

Motion to adopt ARTICLE 3. Local Contribution Required under EPS to Receive Full State Dollars; and State Subsidy as included in the “School Budget Articles For the fiscal year July 1, 2013 – June 30, 2014 -Amendments proposed to Town Council August 8, 2013”

No Motion for Article 4

ARTICLE 4. Non-State-Funded Debt Service. There are no changes proposed to Article 4. Article 4 remains as originally approved May 23, 2013.

Suggested Motion:

Motion to adopt ARTICLE 5. Additional Local Funds as included in the “School Budget Articles For the fiscal year July 1, 2013 – June 30, 2014 -Amendments proposed to Town Council August 8, 2013.”

No Motion for Article 6

ARTICLE 6. Other Funds. No changes proposed to Article 6. Article 6 remains as originally approved May 23, 2013.

No Motion for Article 7

ARTICLE 7. Unexpended Balances. No changes proposed to Article 7. Article 7 remains as originally approved May 23, 2013.

Suggested Motion:

Motion to adopt ARTICLE 8. Kindergarten to Grade 12 total Budget as included in the “School Budget Articles For the fiscal year July 1, 2013 – June 30, 2014 -Amendments proposed to Town Council August 8, 2013.”

No Motion for Article 9

ARTICLE 9. Adult Education. No changes are proposed to Article 9. Article 9 remains as originally approved May 23, 2013.

No Motion for Article 10

ARTICLE 10. Food Service. No changes are proposed to Article 10. Article 10 remains as originally approved May 23, 2013.

Suggested Motion

Motion to adopt ARTICLE 11. Cost Center Allocation as included in the “School Budget Articles For the fiscal year July 1, 2013 – June 30, 2014 -Amendments proposed to Town Council August 8, 2013”

No Motion for Article 12

ARTICLE 12. Grants, Donations, and other revenues. No changes are proposed to Article 12. Article 12 remains as originally approved May 23, 2013.

94. This item is to approve the warrant for the August 20, 2013 School Budget Validation Referendum election. A copy of the Warrant for the School Budget Validation Referendum is included in your packet.

Suggested Motion:

Motion to approve the Election Warrant for the School Budget Validation Referendum to be held on August 20, 2013.

95. This item is to consider adopting “A Resolution Amending the Municipal Budget For the Period July 1, 2013 and ending on the June 30, 2014.” A copy of the Resolution is included in your packet.

Suggested Motion:

Motion to adopt “A Resolution Amending the Municipal Budget For the Period July 1, 2013 and ending on the June 30, 2014,”

CONSENT AGENDA

- (a) Warden and Deputy Warden appointment

Suggested Motion:

Motion to appoint Fran Smith as Warden and Elin Gould as Deputy Warden for the Election on August 20, 2013

ITEM 93

BACK UP MATERIALS

**Town of Brunswick
School Budget Articles
For the fiscal year July 1, 2013 – June 30, 2014
Amendments proposed to Town Council August 8, 2013**

**REGION TEN TECHNICAL HIGH SCHOOL AND MERRYMEETING ADULT
EDUCATION BUDGET ARTICLES**

ARTICLE 1. Region Ten Technical High School Budget. There are no changes proposed to article 1. Article 1 remains as originally approved May 23, 2013

ARTICLE 2. Merrymeeting Adult Education Budget. There are no changes proposed to article 2. Article 2 remains as originally approved May 23, 2013.

K-12 ARTICLES

ARTICLE 3. Local Contribution Required under EPS to Receive Full State Dollars; and State Subsidy. As part of the total appropriation to the Brunswick School Department: To appropriate the additional sum of \$1,592 resulting in a revised appropriation of \$26,780,582 which is an increase from the previously approved sum of \$26,778,990 toward the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act; and as part of the \$26,780,582 to raise the sum of \$15,940,474.00 reduced from the previously approved amount \$16,447,486 as the Town's contribution toward the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688; and as part of the \$26,780,582 to accept state subsidy anticipated in the amount of \$10,840,108 which is an increase in state subsidy of \$508,604 over the previously approved \$10,331,504. Pending the results of a routine ongoing State Department of Education audit of the Harriet Beecher Stowe school construction project, if the anticipated state subsidy that would be used for debt service payment is more than the actual state subsidy received, other funds remaining from the Harriet Beecher Stowe construction project fund will be used for this purpose.

Explanation: This amendment increases the appropriation, accepts additional state subsidy in the amount of \$508,604 and transfers \$507,012 in local cost from this article to article 5 in accordance with the most recent DOE funding document ED-279 of June 27, 2013. No additional municipal funds are requested. All funds in support of this initiative come from additional state subsidy.

ARTICLE 4. Non-State-Funded Debt Service. There are no changes proposed to Article 4. Article 4 remains as originally approved May 23, 2013.

ARTICLE 5. Additional Local Funds. As part of the total appropriation to the Brunswick School Department: To raise and appropriate an additional sum of \$507,012 to the previously approved sum of \$4,707,824 resulting in a revised amount of \$5,214,836 in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$4,643,024.

Explanation: Cost transfer from Article 3 in accordance with the most recent DOE Funding document ED-279 of June 27, 2013. All funds for this initiative come from additional state subsidy and funds transferred from Article 3. No new municipal funds are requested.

ARTICLE 6. Other Funds. No changes proposed to Article 6. Article 6 remains as originally approved May 23, 2013.

ARTICLE 7. Unexpended Balances. No changes proposed to Article 7. Article 7 remains as originally approved May 23, 2013.

ARTICLE 8. Kindergarten to Grade 12 total Budget. To authorize the Brunswick School Department to expend an additional \$508,604 above the previously approved \$34,875,685 resulting in a new total of \$35,384,289 for the fiscal year beginning July 1, 2013 and ending June 30, 2014 from the school administrative unit's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes title 20-A section 15690, unexpended balances, tuition receipts, state subsidy, and other receipts for the support of schools.

Explanation: This article authorizes expenditure but does not raise or appropriate funds. Funds are raised and appropriated in the preceding K-12 Articles (Articles 3 through 7). The amount authorized in this article, \$35,384,289 must be added to the \$100,486 authorized in the Adult Education article (Article 9) and the \$86,000 authorized in the Food Service article (Article 10) that follow to compute the total amount \$35,570,775 the school department is authorized to expend for the July 1, 2013 - June 30, 2014 fiscal year.

ADULT EDUCATION AND FOOD SERVICE

ARTICLE 9. Adult Education. No changes are proposed to Article 9 Article 9 remains as originally approved May 23, 2013.

ARTICLE 10. Food Service. No changes are proposed to Article 10. Article 10 remains as originally approved May 23, 2013.

ARTICLE 11. Cost Center Allocation. Pursuant to 20-A M.R.S.A., to authorize allocation of the amendment to the school budget, \$508,604 to the various cost centers as recommended by the Brunswick School Board July 24, 2013 and approved by Town Council August 8, 2013 as follows:

<u>Cost Center Summary Budget Category</u>	<u>Amendment Recommended by School Board & approved by Council</u>	<u>Revised Allocation</u>
Regular Instruction	\$ 289,513	\$ 15,274,642
Special Education	\$ 88,765	\$ 4,720,700
Career and Technical Education	\$ 0	\$ 708,809
Other Instruction	\$ 1,064	\$ 691,709
Student and staff support	\$ 34,944	\$ 3,357,455
System Administration	\$ 3,126	\$ 799,815
School Administration	\$ 23,927	\$ 1,398,389
Transportation and Buses	\$ 1,033	\$ 1,718,168
Facilities Maintenance	\$ 66,232	\$ 4,045,176
Debt Service and Other Commitments	\$ 0	\$ 2,669,426
Other	\$ 0	\$ 0
Total to August 20 Public Referendum	\$ 508,604	\$ 35,384,289
Food Service	\$ 0	\$ 86,000
Adult Education	\$ 0	\$ 100,486

**Summary of Amendment and
Revised Allocation recommended by
School Board and approved by council.** \$ 508,604 \$ 35,570,775

GRANTS, DONATIONS, AND OTHER REVENUES ARTICLE

ARTICLE 12. Grants, Donations, and other revenues. No changes are proposed to Article 12. Article 12 remains as originally approved May 23, 2013.

Proposed to Town Council: August 8, 2013

Adopted by Town Council:

ITEM 94

BACK UP MATERIALS

**WARRANT
SCHOOL BUDGET VALIDATION REFERENDUM
(20-A M.R.S.A. §§ 1486 AND 2307)
TOWN OF BRUNSWICK, MAINE**

Cumberland County, ss

State of Maine

TO: Elin M. Gould, Resident of the Town of Brunswick, Maine: You are hereby required in the name of the State of Maine to notify the voters of the Town of Brunswick, Maine of the referendum election described in this warrant.

TO THE VOTERS OF THE TOWN OF BRUNSWICK, MAINE:

You are hereby notified that a school budget validation referendum election will be held at:

All Districts Brunswick Junior High School – 65 Columbia Ave

in the Town of Brunswick, Maine on **Tuesday, August 20, 2013**, for the purpose of determining the following question:

Question 1: Do you favor approving the supplemental school budget for the 2013-2014 school year that was adopted at the Brunswick Town Council meeting held August 8, 2013?

Voting on the question shall be by secret ballot referendum, and the polls shall be opened at 7:00 A.M. and closed at 8:00 P.M.

The Registrar of Voters shall hold office hours while the polls are open to correct any error in or change a name or address on the voting list; to accept the registration of any person eligible to vote and to accept new enrollments. A person who is not registered as a voter may not vote in any election.

Pursuant to Title 21-A, M.R.S.A. section 759(7), absentee ballots will be processed as follows:

Date/Time of Processing: All Absentee Ballots will be processed at the Junior High School, 65 Columbia Avenue - Election Day (08/20/13) Processing Time(s): 5:00 p.m. and 8:00 p.m.

Given under our hands this day, August 8, 2013, at Brunswick, Maine.

Suzan Wilson

Benjamin J. Tucker

Gerald E. Favreau

Sarah E. Brayman

John Richardson, Jr

Margo H. Knight

W. David Watson

John M. Perreault

Benet Pols

A majority of the municipal officers of the Town of Brunswick, Maine.

A true copy of the Warrant, attest:

Frances M. Smith

Clerk of
Brunswick, Maine

RETURN

Cumberland County, ss

State of Maine

TO: The municipal officers of the Town of Brunswick, Maine

I certify that I have notified the voters of the Town of Brunswick, Maine of the time and place of the referendum election by posting an attested copy of the within warrant as follows:

<u>DATE</u>	<u>TIME</u>	<u>LOCATION OF POSTING</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

being public and conspicuous places in said town and being at least seven days next prior to the date of the referendum election.

Dated at the Town of Brunswick, Maine, _____, 2013

Elin M. Gould, Resident
Town of Brunswick, Maine

ITEM 95

BACK UP MATERIALS

TOWN OF BRUNSWICK, MAINE

**A Resolution Amending the Municipal Budget
For the Period July 1, 2013 to June 30, 2014**

WHEREAS, pursuant to the Charter of the Town of Brunswick, Maine (the “Charter”), the Town Council of the Town of Brunswick (the “Town Council” and the “Town”) , adopted a budget for the period beginning on July 1, 2013 and ending on June 30, 2014, (“Municipal Budget” and the “2013-14 Fiscal Year”); and

WHEREAS, subsequent to the adoption of the Municipal Budget, the Maine Legislature adopted a budget for the State of Maine for the period beginning July 1, 2013 and ending June 30, 2014 (the “State Budget”); and

WHEREAS, the adopted State Budget reduced the amount of State funding to be distributed to Maine municipalities through the State Revenue Sharing (“SRS”) program, with the reduction in the amount to be provided to the Town of Brunswick estimated at \$500,000; and

WHEREAS, the State’s revised estimate of SRS to be provided to the Town in the 2013-14 Fiscal Year is approximately \$316,000 less than the Town estimated in the Municipal Budget; and

WHEREAS, the Municipal Budget required that, in the event that actions by the Governor or Legislature reduced the amount of SRS to be received by the Town below the amount estimated by the Town, an amount equal to the estimated reduction would be added to the amount to be levied in property taxes; and

WHEREAS, with the adoption of the State Budget, the Maine Department of Education (“DOE”) indicates that the Brunswick School Department will receive an additional \$508,604 in State aid to education; and

WHEREAS, the State Budget made changes to the State’s Education funding law so that local school units are now required to fund the normal cost of the Teacher Plan retirement contribution required by the Maine Public Employee Retirement System; and

WHEREAS, subsequent to the adoption of the Municipal Budget the Town Council voted its intent to consider amending the Municipal Budget once the State of Maine had adopted the State Budget; and

WHEREAS, the Town Manager has proposed amendments to the Municipal Budget; and

WHEREAS, Section 504 of the Charter of the Town of Brunswick provides a method for amending the Municipal Budget; and

WHEREAS, the Town Council has held a public hearing on the proposed amendments to the Municipal Budget at least ten days prior to the adoption of this resolution;

NOW THEREFORE THE FOLLOWING RESOLUTION IS ADOPTED:

Section 1. Increases or (Reductions) in Appropriations of Expenditures and Uses of Funds.

- a. The appropriations contained in the original Municipal Budget are increased or (reduced) as follows:

Account Name	Original Appropriation	Increase (Reduction)	Amended Appropriation
Administration	\$ 495,477	\$ (7,550)	\$ 487,927
Finance Department	688,448	(7,500)	680,948
Technology Services	333,531	(5,000)	328,531
Municipal Officers	128,615	(2,000)	126,615
Risk Management	424,750	(10,000)	414,750
Planning	541,953	(894)	541,059
Economic Development	105,664	(1,100)	104,564
Fire Department	2,994,969	(18,000)	2,976,969
Police Department	3,718,853	(33,900)	3,684,953
Public Works General Maint.	1,648,183	(18,879)	1,629,304
Public Works Central Garage	786,764	(4,800)	781,964
General Assistance	172,106	(2,000)	170,106
Recreation Blds. & Grounds	665,196	(7,200)	657,996
Curtis Memorial Library	1,220,000	(5,000)	1,215,000
Debt Service	965,325	(41,427)	923,898
Annual Paving Program	600,000	(87,000)	513,000
Police Vehicle Replacement	135,725	(33,750)	101,975
Train Station Visitor's Center	50,000	(10,000)	40,000
		<u>(296,000)</u>	
School Department	35,062,171	508,604	35,570,775
Total Increases (Reductions)		\$ 212,604	

Section 2. Increases or (Reductions) in Estimates of Revenue and Sources of Funds

- a. The revenue estimates contained in the original Municipal Budget are increased or (reduced) as follows:

Account Name	Original Estimate	Increase (Reduction)	Amended Estimate
State Revenue Sharing	\$ 1,375,000	\$ (316,000)	\$ 1,059,000
State Revenue Sharing Balance	-	<u>20,000</u>	20,000
		(296,000)	
State School Subsidy	10,331,504	508,604	10,840,108
Total Increases (Reductions)		\$ 212,604	

Section 3. Property Tax Levy

- a. The Net Required from Property Taxes as adopted in the Municipal Budget remains unchanged at \$ 35,620,132.

Proposed to Town Council: July 15, 2013
Public Hearing: July 29, 2013
Adopted by Town Council: