

**ANNUAL TOWN MEETING WARRANT  
TOWN OF VASSALBORO, MAINE  
JUNE 2-10, 2025**

**STATE OF MAINE**

**KENNEBEC COUNTY**

To: Mark Brown, a resident of the Town of Vassalboro

**GREETINGS:**

In the name of the State of Maine you are hereby required to notify and warn the voters of the Town of Vassalboro in said Kennebec County, qualified by law to vote in town affairs, to meet at the Vassalboro Community School on Monday, June 2nd, 2025, at 6:30 in the evening to elect a moderator to preside at said meeting, then and there to act on Articles 1 through 41, all of said articles being set out below to wit: and further to warn said voters to meet at the Vassalboro Town Office, 682 Main Street, in said Town on Tuesday, the 10<sup>th</sup> day of June 2025, then and there to act on Articles numbered 42 to 43. The polls will be open from 8:00 a.m. to 8:00 p.m.

Article 1: To choose a **Moderator** to preside at said Meeting, and to pay a sum not to exceed \$225.00 for his/her services.

Article 2: To elect from the floor, under the rules of this meeting, five (5) members of the **Budget Committee** to serve two-year terms.

Article 3: To see if the Town will vote to fix the **due dates of taxes** as follows, and to set the rate of interest at the prevailing allowable State rate: 5%. Interest will begin to accrue 7 days after the due date.

**One-fourth of taxes due on 09-29-25**

**One-fourth of taxes due on 11-24-25**

**One-fourth of taxes due on 02-23-26**

**One-fourth of taxes due on 04-27-26**

Select Board Recommends: Approval

## REVENUES

Article 4: To see if the Town will vote to use the following **anticipated revenue** amounts and from the sources named to reduce the 2025-2026 tax commitment:

Excise Tax	\$ 990,000
Agent Fees	19,000
Snowmobile agent fees	1,000
Boat Excise Tax	4,000
Interest/Penalties	30,000
State Revenue Sharing	560,000
State Road Assistance	73,000
Tree Growth Reimbursement	22,000
Veterans Exemption	2,800
Miscellaneous	3,000
Permit Fees	20,000
Solid Waste/Recycling	44,000
Franchise Fee/Cable Fees	26,000
Clerk Fees	4,000
Fire Truck Reserve	71,991
Surplus	<u>250,000</u>
TOTAL REVENUES:	\$ 2,120,791

Select Board Recommends: 2,120,791

Budget Committee Recommends: 2,120,791

Article 5: To see what sum of money the Town will vote to raise and appropriate for the fiscal year 2025-2026 budget for the following purposes, or act thereon:

	Department	Select Board Recommends	Budget Comm. Recommends
a)	Administration	672,651	672,651
b)	Public Works	640,967	640,967
c)	Solid Waste	405,746	405,746
d)	Road Paving	545,010	545,010
e)	First Responders	18,013	18,013
f)	Fire Department	114,084	114,084
g)	Public Safety	104,019	104,019
h)	Recreation	65,082	65,082
i)	Library	71,000	71,000
j)	Utilities	33,500	33,500
k)	Cemeteries	55,000	55,000
l)	General Assistance	3,000	3,000
m)	Assessment	93,700	93,700
n)	Debt Service	98,427	98,427
	TOTALS:	<u>\$2,920,199</u>	<u>\$2,920,199</u>

Article 6: To see if the Town will vote to raise and appropriate the sum for **Capital Investments** as follows:

<u>Selectboard Recommendation</u>		<u>Budget Committee Recommendation</u>
Public Works Reserve	\$21,600	\$21,600
Plow Truck Reserve #6	78,000	50,000
Plow Truck Reserve #2	50,000	0
Transfer Station Equipment	53,738	0
Capital Improvement Reserve	11,250	11,250
Undesignated Fund	125,000	125,000
<b>TOTAL</b>	<b>\$339,588</b>	<b>\$207,850</b>

### **SPECIAL ARTICLES AND TOWN POLICY**

Article 7: To see if the Town will authorize the selectboard to appropriate up to \$125,000 raised in the undesignated fund under Article 6 for emergency bridge repair/replacement of the Dunlap Bridge located on Mill Hill Rd.

Selectboard Recommends: Approval  
Budget Committee Recommends: Approval

Article 8: To see if the Town will vote to appropriate the following amounts from SURPLUS to be used as local match dollars for new equipment. These funds will be expended only in the event of a **grant award** and will not exceed the amounts listed:

- a. First Responder Service \$25,000
- b. Fire Department \$25,000

Selectboard Recommends: Approval  
Budget Committee Recommends: Approval

Article 9: To see if the Town will vote to authorize the municipal officers to dispose of tax acquired property as they deem in the best interests of the Town, except that the municipal officers shall first use the sale process in 36 M.R.S. § 943-C if they choose to sell property to anyone other than the former owner. For sales to someone other than the former owner, excess sale proceeds, as defined in 36 M.R.S. § 943-C, shall be returned to the former owner.

Selectboard Recommends: Approval

Article 10: To see if the Town will authorize the Treasurer, after Selectboard approval, to file a waiver of automatic foreclosure of a tax lien at the Registry of Deeds, pursuant to 36 M.R.S. §944 on real estate that may be contrary to the Town's best interest.

Selectboard Recommends: Approval

Article 11: To see if the Town will vote to authorize the Selectboard to enter into multi-year contracts to negotiate optimal value for the procurement of certain necessary services to the Town.

Selectboard Recommends: Approval

Article 12: To see if the Town will vote to authorize the Select Board or their designee to submit **grant applications for State of Maine, Federal Government, or any other duly authorized authority funding** and if said program is approved, authorize the municipal officers to accept said grant funds, to make such assurances, assume such responsibilities, and exercise such authority as necessary and reasonable to implement such program, and to disburse such funds for the purpose granted.

Selectboard Recommends: Approval

Article 13: To see if the Town will adopt the amendment below to the Vassalboro Sanitary District's Charter:

Vassalboro Sanitary District Charter Amendment

Sec. 3. Trustees. All of the affairs of said district shall be managed by a board of five (5) trustees. None of said trustees shall be a town official. All trustees shall serve until their successors are elected at large by a plurality vote of the voters within the territory of the district and qualified. In case of a vacancy arising from death, or other cause which shall include removal in the discretion of the appointing municipal officers for failure to attend district meetings, the municipal officers of Vassalboro shall fill the vacancy by electing a trustee from the municipality to serve until the municipality fills the vacancy at its next annual town meeting. The person so chosen shall serve until that person's successor is elected and qualified. In case any member of the board of trustees moves outside the boundaries of the sanitary district, a vacancy must be declared to exist by the board of trustees, and the municipal officers shall thereafter choose another trustee as provided. ~~respective municipal officers shall appoint a new member to fill out the unexpired term of the appointee.~~ The initial terms shall be as follows: one for one year, two for two years, and two for three years. Thereafter, the terms shall be for a three-year period.

The trustees shall organize by election from their own members of a chairman, a vice-chairman, a treasurer, and a clerk, and choose and employ and fix the compensation of such other necessary officers and agents who shall serve at their pleasure, and they shall adopt a corporate seal. Each trustee shall be sworn to the faithful performance of his duties. The trustees may receive compensation, not exceeding \$540 annually (\$45/month), or as the trustees may determine.

The trustees may from time to time adopt, establish, and amend bylaws consistent with the laws of the State of Maine, and necessary for their own convenience and the proper management of the affairs of the district and perform any other acts within the powers delegated to them by law.

After the original organizational meeting, the trustees shall meet annually at a time determined by their bylaws for the purpose of electing from among the members a chairman, a vice-chairman, treasurer and clerk to serve until the next annual election and until their successors are elected and qualified. The treasurer shall furnish bond in such sum and with such sureties as the trustees shall approve, the cost thereof to be paid by the district. The chairman, vice-chairman, treasurer and clerk may receive such compensation for serving in these capacities as the trustees shall determine. This compensation shall be in addition to the compensation payable to them as trustees.

The trustees shall make and publish an annual report including a report of the treasurer.

No member of the board of trustees shall be employed for compensation as an employee or in any other capacity by the district of which he is a trustee, except as provided herein, ~~or by vote of the Trustees.~~  
~~All trustees shall serve until their successors are voted on by the current Trustees and qualified, and may receive such compensation, not exceeding \$400 annually, or as the trustees may determine.~~

Selectboard Recommends: Approval

Article 14: To see if the Town will vote to authorize the Select Board to **accept or reject gifts** of labor, goods, use of equipment, and money and to implement those gifts for the donor's intended purpose.

Selectboard Recommends: Approval

Article 15: To see if the Town will vote to authorize the Select Board or their designee to accept and to expend funds from the State, Federal, and County Governments related to the **American Rescue Plan Act** program and if said funds are received, to authorize the municipal officers to make such assurances, assume such responsibilities, and exercise such authority as necessary and reasonable to implement such program, and to disburse such funds for the purpose(s) granted.

Selectboard Recommends: Approval

Article 16: To see if the town will vote to raise and appropriate from **overlay** those sums which it is obligated to pay for approved tax abatements including any interest due thereon.

Selectboard Recommends: Approval

Article 17: To see if the Town will authorize the Select Board, for the fiscal year 2025-2026, to **transfer funds** between appropriation accounts to avoid overdrafts so long as the grand total of all appropriations is not exceeded.

Selectboard Recommends: Approval

Article 18: To see if the Town will vote to authorize the Municipal Officers under Maine statutes, Chapter 12 Section 6131 and amendments thereto, to promulgate such regulations compatible with the General Laws of the State to govern the time and manner in which **river herring (alewives)** shall be taken therein for the calendar year 2026 and authorize the Municipal Officers to sell surplus **river herring (alewives)** for one or more years, or take any action relative to the same.

Selectboard Recommends: Approval

Budget Committee Recommends: Approval

Article 19: To see if the Town will vote to authorize the Select Board to **dispose of Town owned property** under such terms and conditions as they deem advisable.

Selectboard Recommends: Approval

Budget Committee Recommends: Approval

Article 20: To see if the Town will vote to authorize an amount not to exceed \$25,000 from SURPLUS to serve as a **contingency fund** to be spent by the Select Board in the event of an emergency and to avoid overdrafts.

Selectboard Recommends: Approval  
Budget Committee Recommends: Approval

Article 21: To see if the Town will appropriate up to \$20,000 from surplus to operate the Red Cross Shelter at Vassalboro Community School in the event of an emergency.

Selectboard Recommends: Approval  
Budget Committee Recommends: Approval

Article 22: To see if the Town will authorize up to \$5,000 from the Alewife Fund to be allocated toward a grant for the Clean Water State Revolving Fund for water quality improvement at Webber Pond.

Selectboard Recommends: Approval

Article 23: To see if the town will allocate up to \$35,000 from surplus to pay for employee benefit time buyout.

Selectboard Recommends: Approval  
Budget Committee Recommends: Approval

Article 24: To see if the Town will vote to appropriate the revenues received in FY 2025-26 from the Natural Gas Pipeline Municipal Development and Tax Increment Financing District into a fund designated as the **Development Program Fund** to be used for projects, loans and/or grants for economic development within the Town as outlined in the Development Program for the District to be expended on such projects at the discretion of the Select Board

Selectboard Recommends: Approval  
Budget Committee Recommends: Approval

### **HEALTH AND WELFARE/OUTSIDE AGENCIES**

Article 25: To see what sum of money the Town will vote to raise and appropriate for the fiscal year 2025-2026 budget for the following purposes, or act thereon:

		Agency Request	Select Board Recommends	Budget Comm. Recommends
a.	Vassalboro Food Station	4,000	4,000	4,000
b.	Hospice of Waterville	1,600	1,600	1,600
c.	Family Violence Project	2,600	2,600	2,600
d.	Spectrum Generations	1,334.03	1,334.03	1,334.03

e.	Sexual Assault Crisis	1,582	1,582	1,582
f.	Snowmobile Club	1,500	1,500	1,500
g.	Historical Society	15,000	15,000	15,000
h.	Window Dressers	4,000	0	0
i.	Kennebec Behavioral Health	3,500	3,500	3,500
j.	CRLA - Boat Inspections	10,000	10,000	10,000
	<b>TOTALS:</b>	<b>\$45,116.03</b>	<b>\$41,116.03</b>	<b>\$41,116.03</b>

Article 26: To see if the Town will vote to raise and appropriate the sum of \$154,665 for the purpose of providing emergency ambulance services within the Town and to authorize the municipal officers to negotiate and enter into an agreement on behalf of the Town for that purpose, under such terms and conditions as the municipal officers may deem advisable.

Selectboard Recommends: \$154,665  
Budget Committee Recommends: \$146,932

#### **MISCELLANEOUS ACCOUNTS AND REQUESTS**

Article 27: To see if the Town will vote to raise and appropriate \$625,592 to cover the assessment from **Kennebec County Government**.

Selectboard Recommends: Approval  
Budget Committee Recommends: Approval

#### **SCHOOL BUDGET ARTICLES TO APPROPRIATE MONIES FOR THE FISCAL YEAR ARTICLES PURSUANT TO 20-A M.R.S.A. SECTION 1485**

Article 28: To see if the Town will vote to authorize the School Committee to expend the sum of \$5,626,078.76 for **Regular Instruction**.

School Committee Recommends: \$5,626,078.76  
Budget Committee Recommends: \$5,626,078.76

Article 29: To see if the Town will vote to authorize the School Committee to expend the sum of \$2,156,270.86 for **Special Education**.

School Committee Recommends: \$2,156,270.86  
Budget Committee Recommends: \$2,156,270.86

Article 30: To see if the Town will vote to authorize the School Committee to expend the sum of \$9,334.50 for **Career and Technical Education**.

School Committee Recommends: \$9,334.50  
Budget Committee Recommends: \$9,334.50

Article 31: To see if the Town will vote to authorize the School Committee to expend the sum of \$72,406.71 for **Other Instruction**.

School Committee Recommends: \$72,406.71

Budget Committee Recommends: \$72,406.71

Article 32: To see if the Town will vote to authorize the School Committee to expend the sum of \$442,782.19 for **Student and Staff Support**.

School Committee Recommends: \$442,782.19

Budget Committee Recommends: \$442,782.19

Article 33: To see if the Town will vote to authorize the School Committee to expend the sum of \$271,911.25 for **System Administration**.

School Committee Recommends: \$271,911.25

Budget Committee Recommends: \$271,911.25

Article 34: To see if the Town will vote to authorize the School Committee to expend the sum of \$415,124.03 for **School Administration**.

School Committee Recommends: \$415,124.03

Budget Committee Recommends: \$415,124.03

Article 35: To see if the Town will vote to authorize the School Committee to expend the sum of \$774,686.72 for **Transportation and Buses**.

School Committee Recommends: \$774,686.72

Budget Committee Recommends: \$774,686.72

Article 36: To see if the Town will vote to authorize the School Committee to expend the sum of \$625,903.22 for **Facilities Maintenance**.

School Committee Recommends: \$625,903.22

Budget Committee Recommends: \$625,903.22

Article 37: To see if the Town will vote to authorize the School Committee to expend the sum of \$20,000.00 for Other Expenditures

School Committee Recommends: \$20,000.00

Budget Committee Recommends: \$20,000.00

#### ARTICLES PURSUANT TO 20-A, M.R.S.A. Section 15690

Article 38: To see what sum the municipality will appropriate for the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act (Recommend \$8,027,262.34) and to see what sum the municipality will raise as the municipality'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 in accordance with the Maine Revised Statutes, Title 20-A, section 15688.

Statutory Recommendation \$2,765,333.33  
School Committee Recommendation: \$2,765,333.33  
Budget Committee Recommendation: \$2,765,333.33

"Explanation: 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 is the amount of money determined by state law to be the minimum amount that a municipality must raise in order to receive the full amount of state dollars."

Article 39: To see what sum the municipality will vote to raise and appropriate in additional local funds for school purposes under Maine Revised Statutes, Title 20-A, §15690.

School Committee Recommends: \$2,152,455.47 for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services model by \$2,152,455.47: costs for special education, salaries and benefits, and tuition.

Budget Committee Recommends: \$2,152,455.47

*Explanation: The additional local funds are those locally raised funds over and above the school administrative unit's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state funded debt service that will help achieve the municipality/district budget for educational programs.*

Article 40: To see what sum the Town will vote to authorize the School Committee to expend for the fiscal year beginning July 1, 2025 and ending June 30, 2026 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.

School Committee Recommends: \$10,414,498.24  
Budget Committee Recommends: \$10,414,498.24

Article 41: To see if the Town will vote to authorize the School Committee to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated.

School Committee Recommends: Approval  
Budget Committee Recommends: Approval

**The following articles will be decided by secret ballot election. The polls will be open from 8:00 a.m. to 8:00 p.m., June 10<sup>th</sup>, 2025 at the Vassalboro Town Office. Absentee ballots will be processed starting at 9:00 a.m. on June 10, 2025.**

Article 42: Do you favor approving the Vassalboro Community School's budget for the upcoming school year that was adopted at the June 2, 2025 Annual Town Meeting?

Article 43: To elect all necessary municipal officers/officials by secret ballot.

**Given unto our hands this \_\_\_\_ day of \_\_\_\_\_ 2025, AD**

\_\_\_\_\_  
Rick Denico, Chair of the Select Board

\_\_\_\_\_  
Michael Poulin, Selectperson

\_\_\_\_\_  
Chris French, Selectperson

A true copy. Attest: \_\_\_\_\_ Town Clerk of Vassalboro

**RETURN**

Kennebec, ss.

State of Maine

I certify that I have notified the voters of the Town of Vassalboro of the time and place of the Town Meeting by posting an attested copy of the within warrant at No. Vassalboro Post Office, Main Street; Vassalboro Library, Bog Road; Vassalboro Town Office, 682 Main Street; and Getchell's Corner Post Office, Riverside Drive, being conspicuous public places within the Town of Vassalboro on \_\_\_\_\_, 2025 which is at least seven (7) days prior to the date of the start of the Annual Town Meeting.

Signed and dated at the Town of Vassalboro this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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Mark Brown, Resident  
Town of Vassalboro