

**Town Meeting Warrant  
And  
Secret Ballot Election**

**Monday, May 6, 2024  
And  
Tuesday, May 7, 2024**

**County of Hancock, ss.**

**State of Maine**

To: Chief John Hall, a Constable of the Town of Southwest Harbor, in the County of Hancock, State of Maine.

Greeting:

In the name of the State of Maine you are hereby required to notify and warn the inhabitants of the Town of Southwest Harbor, in said county and state, qualified by law to vote in Town affairs, to meet in the Pemetic Elementary School, First Floor Auditorium, in said Town, on **Monday, the 6<sup>th</sup> day of May, 2024 at seven o'clock in the evening**, then and there to act on Articles numbered one [1] through fifty-one [51].

And to notify and warn said inhabitants to meet in the Southwest Harbor Fire Station Meeting Room on **Tuesday, the 7<sup>th</sup> day of May, 2024 at ten o'clock in the forenoon**, then and there to act upon Articles numbered fifty-two [52] through fifty-three [53] by secret ballot, the polling hours therefore to be from 10:00 a.m. to 8:00 p.m.

**Article 1: Election of Moderator – To choose a Moderator to preside at the meeting.**

**Article 2: To fix compensation for the Select Board, Members of the Superintending School Committee, and Members of the Board of Trustees of the Mount Desert Island Regional School District.**

**Article 3: To authorize the Select Board to choose and appoint all other non-elected municipal positions.**

**SOUTHWEST HARBOR SCHOOL DEPARTMENT**

**Note: Articles 4 through 14 authorize expenditures in cost center categories**

**Article 4** To see what sum the School Committee is authorized to expend for **Regular Instruction** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends **\$ 1,931,065**

*Note: 2023-24 Amount was \$1,812,208*

Article 5

To see what sum the School Committee is authorized to expend for **Special Education** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ 1,091,354

*Note: 2023-24 Amount was \$ 947,846*

Article 6

To see what sum the School Committee is authorized to expend for **Career and Technical Education** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ -0-

*Note: 2023-24 Amount was \$ -0-*

Article 7

To see what sum the School Committee is authorized to expend for **Other Instruction** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ 112,841

*Note: 2023-24 Amount was \$ 104,546*

Article 8

To see what sum the School Committee is authorized to expend for **Student & Staff Support** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ 545,516

*Note: 2023-24 Amount was \$ 498,837*

Article 9

To see what sum the School Committee is authorized to expend for **System Administration** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ 105,263

*Note: 2023-24 Amount was \$ 99,104*

Article 10

To see what sum the School Committee is authorized to expend for **School Administration** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ 291,275

*Note: 2023-24 Amount was \$ 265,423*

Article 11

To see what sum the School Committee is authorized to expend for **Transportation & Buses** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$223,968

*Note: 2023-24 Amount was \$ 204,153*

**Article 12** To see what sum the School Committee is authorized to expend for **Facilities Maintenance** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends **\$ 698,383**

*Note: 2023-24 Amount was \$ 629,396*

**Article 13** To see what sum the School Committee is authorized to expend for **Debt Service and Other Commitments** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends **\$ -0-**

*Note: 2023-24 Amount was \$ -0-*

**Article 14** To see what sum the School Committee is authorized to expend for **All Other Expenditures** for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends **\$ 65,000**

*Note: 2023-24 Amount was \$65,000*

*Note: Articles 4 – 14 authorize a total budget of \$ 5,064,665*

*Note: 2023-24 Amount was \$4,626,513*

**Note: Articles 15 – 17 raise funds for the Proposed School Budget**

## **Hand Count**

**Article 15** To see what sum the voters of the Town of Southwest Harbor 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 \$2,105,328**) and to see what sum the voters of the Town of Southwest Harbor will raise as the Town'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 for the period July 1, 2024 to June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends **\$1,724,165**

*Explanation: The Town of Southwest Harbor'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 to receive the full amount of state dollars.*

## Hand Count

### Article 16

To see what sum the voters of the Town of Southwest Harbor will raise and appropriate for the annual payments on debt service previously approved by the legislative body for non-state-funded school construction projects, non-state funded portions of school construction projects and minor capital projects in addition to the funds appropriated as the local share of the Town of Southwest Harbor's contribution to the total cost of funding public education from Kindergarten to grade 12 for the period July 1, 2024 to June 30, 2025.

School Committee, Select Board, and Warrant Committee recommends \$ -0-

*Explanation: Non-state-funded debt service is the amount of money needed for the annual payments on the Town of Southwest Harbor's long-term debt for major capital school construction projects and minor capital renovation projects that are not approved for state subsidy.*

## Written Ballot Vote Required

### Article 17

To see what sum the voters of the Town of Southwest Harbor will raise and appropriate in additional local funds for school purposes (**Recommend: \$2,537,495**) for the period July 1, 2024 to June 30, 2025, which exceeds the State's Essential Programs and Services allocation model (**Recommend: \$2,537,495**) as required to fund the budget recommended by the school committee.

The School Committee recommends \$2,537,495 for additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by \$2,537,495: The State funding model underestimates the actual costs to fully fund the 2024-2025 budget.

*Explanation: The additional local funds are those locally raised funds over and above the Town of Southwest Harbor'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 Town of Southwest Harbor's budget for educational programs.*

Note: Articles 15, 16, & 17 raise a total town appropriation of \$4,261,660

Note: 2023-24 Total Town Appropriation was \$4,046,262

Note: Warrant Committee recommended amounts before recent update.

**Note: Article 18 summarizes the proposed school budget and does not authorize any additional expenditures**

**Hand Count**

**Article 18** To see what sum the voters of the Town of Southwest Harbor will authorize the School Committee to expend for the fiscal year beginning July 1, 2024 and ending June 30, 2025 from the Town'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, Select Board, and Warrant Committee recommends **\$5,064,665**.

*Note: 2023-24 Total Budget was \$4,626,513*

**Article 19** In addition to the amount in Articles 4 – 18, shall the School Committee be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year 2024-2025 for school purposes provided that such grants, programs, or other sources do not require the expenditure of other funds not previously appropriated?

School Committee, Select Board, and Warrant Committee recommends passage.

*Note: Current Year Totals: \$ 153,943*

**GENERAL GOVERNMENT**

**Article 20:** To see what sum the Town will vote to raise and appropriate for **Administration** for the period July 1, 2024 to June 30, 2025.

Requested: \$ 3,407,620

Department	Approved FY 23/24	Requested FY 24/25 Appropriation
Administration	488,508	513,650
CEO/LPI	90,848	94,679
Boards and Committees	3,475	2,375
Contracted Services	716,363	715,565
Insurance	45,147	46,222
Municipal Buildings	40,027	43,688
Highway	312,609	344,553
Police	740,907	813,204
Dispatch	363,459	380,006
Fire	232,815	287,407
Harbor	128,498	166,270
<b>Total</b>	<b>\$3,162,655</b>	<b>\$3,407,620</b>

*Select Board recommends passage of \$3,407,620 due to updated amounts for Contracted Services & Harbor Dept.*

*Warrant Committee recommends passage of \$3,378,518*

Note: 2023-24 Amount was \$3,162,655

**Article 21:** To see what sum the Town will vote to raise and appropriate for the Southwest Harbor Public Library for the period July 1, 2024 to June 30, 2025.

Requested: \$ 65,000

*Select Board and Warrant Committee recommends passage.*

Note: 2023-24 Amount was \$60,000

**Article 22:** To see what sum the Town will vote to raise and appropriate for Harbor House Youth Center and Recreation Programs for the period July 1, 2024 to June 30, 2025.

Requested: \$ 65,640

*Select Board and Warrant Committee recommends passage.*

Note: 2023-24 Amount was \$59,640

**Article 23:** To see what sum the Town will vote to raise and appropriate for the Mount Height Cemetery for the period July 1, 2024 to June 30, 2025.

Requested: \$ 12,500

*Select Board and Warrant Committee recommends passage.*

Note: 2023-24 Amount was \$12,500

**Article 24:** To see what sum the Town will vote to raise and appropriate for the Southwest Harbor / Tremont Nursing Service for the period July 1, 2024 to June 30, 2025.

Requested: \$ 105,000

*Select Board and Warrant Committee recommends passage.*

Note: 2023-24 Amount was \$78,000

**Article 25:** To see what sum the Town will vote to raise and appropriate for the Downeast Transportation, Inc. (Explorer) for the period July 1, 2024 to June 30, 2025.

Requested: \$ 10,000

*Select Board and Warrant Committee recommends passage.*

Note: 2023-24 Amount was \$10,000

**Article 26:** To see what sum the Town will vote to raise and appropriate for Community Service Organizations for the period July 1, 2024 to June 30, 2025.

Requested: \$ 28,894

Organization	Approved FY 23/24	Requested FY 24/25 Appropriation
Bar Harbor Food Pantry	2,500	2,500
Downeast Community Partners	3,574	3,574
Downeast Horizons/Health	1,800	1,800
Eastern Agency on Aging	1,500	1,500
Families First	1,000	n/a
Hospice of Hancock County	1,000	1,000
Island Connections	2,500	2,500
Island Housing Trust	2,500	2,500
Life Flight	878	n/a
Loaves & Fisheries Food Pantry of Ells.	n/a	500
MDI Community Campfire Coalition	3,000	3,000
MT Desert Nursing Association	2,000	2,000
Northern Light Home Care	1,870	1,870
SWH Historical Society	2,500	2,500
Westside Food Pantry	2,500	2,500
WIC	1,035	1,150
Loaves & Fishes Food Pantry-NEW	n/a	500
<b>Total</b>	<b>\$30,157</b>	<b>\$28,894</b>

*Select Board and Warrant Committee recommends passage.*

Note: 2023-24 Amount was \$30,157

**Article 27:** To see what sum the Town will vote to raise and appropriate for the Reserve Accounts for the period July 1, 2024 to June 30, 2025 with the Municipal Officers being authorized to draw funds from these accounts to be used in accordance with the purpose of the account.

Requested: \$ 637,002

Account	Goal Balance	Projected FY23/24 Year End Balance	Requested FY 24/25 Appropriation
State Revenue Sharing	200,000	292,439	n/a
Wage & Benefit	15,000	20,705	5,000
Tax Abatement	8,000	7,031	3,000
Legal & Accounting	45,000	27,583	15,000
Professional Development	20,000	6,187	30,000
Road Crossing Safety/Maint. Res.	20,000	19,171	0

Water & Sewer Infrastructure	200,000	136,487	173,440
D.A.R.E. Program		1,000	0
School Playground		60,000	0
Town-wide Planning/Consulting	15,000	14,326	0
Unemployment Reserve	10,000	6,667	2,000
Rhoades Park	25,000	11,438	9,000
Tree Fund		0	2,300
Health Retirement Acct.	72,000	9,001	45,000
Historic Cemetery	15,000	5,000	7,000
Shellfish Conservation		7,058	0
Contract Snow Removal	10,000	8,550	3,000
Highway Small Projects	50,000	2,760	45,800
Culvert Replacement	5,000	15,762	0
Highway Salt & Sand	45,000	12,587	45,000
Paving	220,000	83,920	135,250
General Assistance	5,000	10,016	0
Records Preservation	15,000	14,423	0
Junior Fire Department	1,000	900	100
Fire Dept. Donation/Misc. Reserve	n/a	6,400	0
Sidewalk Reserve		0	5,000
Mapping Update	1,500	1,278	2,500
PD Cruiser Emergency Repair	8,000	11,534	0
Police Recruitment Reserve	40,000	17,688	23,362
Police Dept. Donation/Misc. Res.	n/a	4,642	0
Swap Shop	0	283	0
FD Equipment Emergency Repair	12,000	10,199	1,000
Property Revaluation Reserve	n/a	55,500	0
Bond Reserve Fund		154,881	0
Police Dept. Donation/Misc. Reserve	n/a	0	0
Veteran's Park Renovation Reserve*	n/a	0	1,750
Chris' Pond Development Reserve*	n/a	0	2,500
Streetlight Maintenance Reserve*	n/a	0	2,000
Construction Project Reserve*	n/a	0	75,000
Maine FMLA Reserve*	n/a	0	3,000
<b>Total:</b>		<b>\$1,035,418</b>	<b>\$637,002</b>

*Select Board and Warrant Committee recommends passage.*

*Note: 2023-24 Amount was \$381,685*

*Note: \* Indicates a new reserve line item.*



**Article 28:** To see what sum the Town will vote to raise and appropriate for the Capital Improvement Plan Accounts for the period July 1, 2024 to June 30, 2025 with the Select Board being authorized to draw funds from these accounts to be used in accordance with the purpose of the account.

Requested: \$ 335,060

Account	Projected FY23/24 Year End Balance	Requested FY 24/25 Appropriation
Administration Equipment	36,047	0
Administration Municipal Buildings	220,806	6,246
Highway Vehicles & Machinery	511,507	123,630
Highway Sidewalks	-42,815	0
Highway Equipment	24,961	11,748
Police Vehicles	55,376	26,143
Police Protective Equipment	1,974	16,640
Police Dispatch Equipment	-5,689	15,790
Fire Vehicles	187,914	11,763
Fire Equipment	74,833	16,619
Harbor General	49,610	16,161
Harbor Upper Town Dock	116,456	12,296
Harbor Lower Town Dock	109,805	17,966
Harbor Manset Dock & Property	256,710	60,058
<b>Total</b>	<b>\$1,597,494</b>	<b>\$335,060</b>

*Select Board and Warrant Committee recommends passage.*

Note: 2023-24 Amount was \$277,354

**Article 29:** To see what sum the Town will vote to raise and appropriate for Debt Service for the period July 1, 2024 to June 30, 2025.

Requested: \$ 843,617

Bond/Loan	Payoff Year	Principal Balance 6/30/2024	Requested FY 24/25 Appropriation
Main Street -G.O.B.	2033	390,000	54,440
Main Street Constr. Water Portion	2035	486,489	43,033
Main Street Constr. Sewer Portion	2033	236,240	26,711
2018 Road Improvement GOB	2038	1,131,769	113,055
2019 Road Improvement GOB	2039	194,264	17,650
Fire Station	2030	308,000	58,040
Wesley-Mansell Project	2030	668,841	106,291
2018 DW & Lift Station	2050	747,005	31,920
2018 Road Improvement CW	2050	177,012	8,115
Water Tank	2042	334,250	18,570

Re-fi Water Bonds	2027	110,514	60,362
Water Upgrade	2029	68,222	13,025
Water Upgrade	2029	121,776	23,250
Refi Sewer Bonds	2033	508,355	71,860
Main Street Improvement Project	2043	2,601,844	197,295
<b>Total</b>		<b>8,084,581</b>	<b>843,617</b>

*Select Board and Warrant Committee recommends passage.*

*Note: 2023-24 Amount was \$747,496*

**Article 30:** To see if the Town will vote to authorize the Select Board or its designee to apply for and receive money, without further action by Town Meeting, from the State of Maine, United States of America, Maine Municipal Association, and other organizations deemed appropriate by the Select Board which may become available during the ensuing year.

*Select Board recommends passage.*

**Article 31:** To see if the Town will vote to reduce the amount to be raised by taxation by using estimated revenues and fund balances for the Municipal Budget for the fiscal year of July 1, 2024 to June 30, 2025.

Source	Budgeted Amount
Homestead Reimbursement	90,526
BETE Reimbursement	1,493
Payments in Lieu of Taxes	28,135
Municipal Revenue Sharing	0
Maine Local Roads	19,595
Other Revenues	1,105,586
Unassigned Fund Balance	200,000
Revenue Sharing Reserve	317,294
<b>Total</b>	<b>\$1,762,629</b>

*Select Board and Warrant Committee recommends passage.*

**Article 32:** To see if the Town will vote to increase the property tax levy limit of \$3,947,668 established for Southwest Harbor by State Law if the municipal budget approved under the preceding articles will result in a tax commitment that is greater than that property tax levy limit.

*Select Board recommends passage.*

**Article 33:** To see if the Town will vote that the first half of taxes shall be due and payable on or before September 6, 2024 and that the second half of taxes shall be due and payable on or before February 7, 2025 and that interest shall be charged at the annual rate of 8% on any unpaid taxes due on September 6, 2024 beginning September 7, 2024 and on any unpaid taxes due February 7, 2025 beginning February 8, 2025.

*Select Board recommends passage.*

Article 34: To see if the Town will vote to establish the interest rate to be paid to a taxpayer who is found after abatement to have paid an amount of real estate taxes more than the amount finally assessed for 2024 at 4.0% per year on the amount of overpayment.

*Select Board recommends passage.*

Article 35: To see if the Town will vote to accept tax payments prior to the commitment date and to pay interest on said tax payments in the amount of 0% per year figured monthly until the tax commitment date is reached.

*Select Board recommends passage.*

Article 36: To see if the Town will vote to allow a Tax Club for the monthly payment of property taxes under such terms as the Select Board deems advisable.

*Select Board recommends passage.*

Article 37: To see if the Town will vote to accept all Trust Funds as received by the Town of Southwest Harbor Trust Officer during the fiscal year of July 1, 2024 to June 30, 2025.

*Select Board recommends passage.*

Article 38: To see if the Town will vote to have unexpended balances in the Town's accounts at the end of the fiscal year, except those which remain by law or are deemed necessary by the Select Board, transferred to the Unassigned Fund Balance or to any specified reserve fund, as deemed advisable by the Select Board, and to fund overdrafts in the Town's accounts from such unexpended balances, as deemed advisable by the Select Board.

*Select Board recommends passage.*

Article 39: To see if the Town will vote to allow the Select Board to reorganize and redistribute the current funds in the Capital Improvement Plan Accounts and the Reserve Accounts in accordance with the articles previously voted herein as deemed advisable by the Select Board.

*Select Board recommends passage.*

Article 40: To see if the Town will vote to authorize the Select Board to sell and/or dispose of any property acquired by tax liens after first offering the property to the previous owners for payment of all back taxes, fees and interest, and if they decline, advertising for sealed bids on same, and stating the lowest bid acceptable, and to allow the Select Board to authorize the Treasurer to waive automatic lien foreclosures when it is in the best interest of the Town.

*Select Board recommends passage.*

Article 41: To see if the Town will vote to authorize the Select Board to dispose of town owned personal property with a value of \$20,000 or less under such terms and conditions as they deem advisable.

*Select Board recommends passage.*

Article 42: To see if the Town will vote to allow the Select Board to enter multiyear contracts.

*Select Board recommends passage.*

Article 43: To see if the Town will vote to authorize the Select Board to accept on behalf of the Town unconditional gifts of property and/or donations which they feel are in the Town's best interest to accept.

*Select Board recommends passage.*

Article 44: To see if the Town will vote to authorize the Select Board to enter into an agreement with the Southwest Harbor Water and Sewer District to pay the debt service on the Wastewater Treatment Plant Bond under such terms as the Select Board deem appropriate.

*Select Board recommends passage.*

Article 45: To see if the Town will vote to authorize the Select Board to utilize funds in the Southwest Harbor Water and Sewer District Reserve Account for the replacement and upgrade of equipment and infrastructure with an estimated life more than Twenty (20) years as the Select Board deem appropriate.

*Select Board recommends passage.*

Article 46: To see if the Town will vote to authorize the Select Board to establish a reserve fund in the name of **Veteran's Park Renovations Reserve**, with the Select Board being authorized to draw funds from the reserve account to be used in accordance with the purpose of the account.

*Select Board recommends passage.*

Article 47: To see if the Town will vote to authorize the Select Board to establish a reserve fund in the name of **Chris' Pond Development Reserve**, with the Select Board being authorized to draw funds from the reserve account to be used in accordance with the purpose of the account.

*Select Board recommends passage.*

Article 48: To see if the Town will vote to authorize the Select Board to establish a reserve fund in the name of **Streetlight Maintenance Reserve**, with the Select Board being authorized to draw funds from the reserve account to be used in accordance with the purpose of the account.

*Select Board recommends passage.*

Article 49: To see if the Town will vote to authorize the Select Board to establish a reserve fund in the name of **Construction Project Reserve**, with the Select Board being authorized to draw funds from the reserve account to be used in accordance with the purpose of the account.

*Select Board recommends passage.*

Article 50: To see if the Town will vote to authorize the Select Board to establish a reserve fund in the name of **Maine FMLA Reserve**, with the Select Board being authorized to draw funds from the reserve account to be used in accordance with the purpose of the account.

*Select Board recommends passage.*

Article 51: To see if the Town will vote to add Maine Public Employees Retirement System coverage for its full-time firefighters effective July 1, 2024. The Town agrees to:

- A. Add coverage under Special Plan 2C for its permanent, full-time firefighters effective July 1, 2024; and
- B. Continue to provide Special Plan 2C to its permanent, full-time police officers; and
- C. Continue to exclude all other employees and appointed officials, including its elected officials, from participating in The Plan; and
- D. Authorize Town Manager or Select Board Chair to sign the amended agreement between the Town and Maine Public Employees Retirement System.

*Select Board recommends passage.*

**The following articles will be voted on by secret ballot on  
Tuesday, May 7, 2024**

Article 52: **Election of Officers** – To elect all necessary Town Officers as are required to be elected by secret ballot:

One [1] member of the Select Board for a three [3] year term.

Two [2] members of the Superintending School Committee for a three [3] year term.

One [1] member of the Board of Trustees of the Mount Desert Island Regional School District for a three [3] year term.

Article 53: **Question 1-**

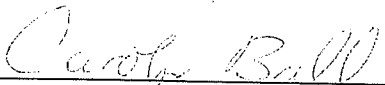
Shall an ordinance entitled “Solid Waste Ordinance” be enacted.

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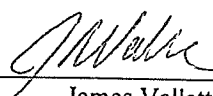
The polls will be open from 10:00 a.m. until 8:00 p.m. on Tuesday, May 7, 2024 for the Annual Town Meeting Referendum balloting.


The Select Board hereby gives notice that the Registrar of Voters will be in the Southwest Harbor Town Office in said Town of Southwest Harbor on Friday, May 3, 2024 from 9:00 a.m. until 3:00 p.m. for the purpose of registering new voters.

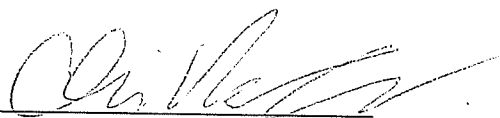
Given under our hands this 9<sup>th</sup> day of April, 2024.

  
\_\_\_\_\_  
Carolyn Ball, Chair

\_\_\_\_\_  
Natasha Johnson, Vice Chair

  
\_\_\_\_\_  
James Vallette

  
\_\_\_\_\_  
Luke Damon

  
\_\_\_\_\_  
Chapin McFarland

The original warrant is on file at the Town Office. The attested copies are posted at the Town Office, Police Station, and Post Office.