

**TOWN OF OXFORD  
SECRET BALLOT ELECTION/REFERENDUM  
AND  
TOWN MEETING WARRANT**

**Saturday, July 11, 2020  
And  
Tuesday, July 14, 2020**

Town Meeting July 11, 2020 10:00 a.m.  
Oxford Elementary School

<<<<<<<<<<<<<<<<<<<

Secret Ballot Election/Referendum July 14, 2020 from 8:00 a.m. to 8:00 p.m.  
Oxford Public Safety Building, 701 Main St., Oxford Maine.

# TOWN OF OXFORD WARRANT

STATE OF MAINE

COUNTY OF OXFORD

To Penny Littlefield, a resident of the Town of Oxford:

## GREETINGS:

In the name of the State of Maine you are hereby required to notify and warn the inhabitants of the Town of Oxford in said County and State, qualified by law to vote in town affairs, to meet at the Oxford Public Safety Building, 701 Main St., Oxford, on Tuesday, the 14<sup>th</sup> day of July, A.D., 2020, at eight o'clock in the forenoon, then and there to act upon by secret ballot on Article 2 as set out below, the polling hours therefore to be from 8:00 a.m. until 8:00 p.m.;

And, to notify and warn said inhabitants to meet at the Oxford Elementary School in said town on Saturday, the 11<sup>th</sup> day of July, 2020, A.D., at 10:00 a.m., then and there to act on Article 1 by written ballot and Articles 3 through 39 as set out below, to wit:

- Article 1: To choose a moderator to preside at said meeting.
- Article 2: To elect all Municipal Officers, Oxford Water District Trustees, and SAD #17 Directors.
- Article 3: To see if the Town will vote to appropriate Excise Tax, Tree Growth Reimbursement, Veteran Exempt Reimbursement, Boat Excise Tax, Building Permit Fees, State Road Assistance, Town Agent Fees, Town Clerk Fees, Plumbing Permit Fees, Miscellaneous Revenue, Revenue Sharing, School Block Grant, Weapon Permit Fees, and Swimming Lesson Fees towards the reduction of monies to be raised by taxation in the commitment.
- Article 4: To see if the Town will vote to raise and appropriate the sum of \$771,202 for the Administration Account.  
2019: \$721,568.91  
Budget Committee Recommends: \$771,202  
Selectmen Recommend: \$771,202
- Article 5: To see if the Town will vote to raise and appropriate the sum of \$931,712 for the Police Department Account.  
2019: \$855,706.48  
Budget Committee Recommends: \$931,712  
Selectmen Recommend: \$931,712
- Article 6: To see if the Town will vote to raise and appropriate the sum of \$747,723 for the Highway Department Account.  
2019: \$680,144.54  
Budget Committee Recommends: \$747,723  
Selectmen Recommend: \$747,723

- Article 7: To see if the Town will vote to raise and appropriate the sum of \$373,997 for the Fire Department Account.  
2019: \$373,698.38  
Budget Committee Recommends: \$373,997  
Selectmen Recommend: \$373,997
- Article 8: To see if the Town will vote to raise and appropriate the sum of \$428,227 for the Rescue Department Account.  
2019: \$312,204.00  
Budget Committee Recommends: \$424,227  
Selectmen Recommend: \$428,227
- Article 9: To see if the Town will vote to raise and appropriate the sum of \$117,693 for the Recreation Account.  
2019: \$119,441  
Budget Committee Recommends: \$116,693  
Selectmen Recommend: \$117,693
- Article 10: To see if the Town will vote to raise and appropriate the sum of \$78,000 for the Fire/Traffic Protection Account.  
2019: \$75,000  
Budget Committee Recommends: \$78,000  
Selectmen Recommend: \$78,000
- Article 11: To see if the Town will vote to raise and appropriate the sum of \$308,998 for the Transfer Station Account.  
2019: \$288,169  
Budget Committee Recommends: \$308,998  
Selectmen Recommend: \$308,998
- Article 12: To see if the Town will vote to raise and appropriate the sum of \$78,627 for the Recycling Operation Account.  
2019: \$73,625.33  
Budget Committee Recommends: \$78,627  
Selectmen Recommend: \$78,627
- Article 13: To see if the Town will vote to raise and appropriate the sum of \$81,800 for the Insurance Account.  
2019: \$69,000  
Budget Committee Recommends: \$81,800  
Selectmen Recommend: \$81,800
- Article 14: To see if the Town will vote to raise and appropriate the sum of \$34,562 for the General Assistance Account.  
2019: \$17,661.20  
Budget Committee Recommends: \$34,562  
Selectmen Recommend: \$34,562  
**Town Manager is recommending a reduction to \$17662.**

- Article 15: To see if the Town will vote to raise and appropriate the sum not to exceed ~~\$1,486,269~~ \$1,080,584 for the Long-Term Debt, TIF Debt, Interest, Filing Costs Accounts.  
 2019: \$1,038,798.67  
 Budget Committee Recommends: \$1,486,269  
 Selectmen Recommend: \$1,080,584
- Principal – Road & PSB Bond – \$75,000*  
*Interest \$ 8,288*
- TIF Debt:*  
*Long Term Debt Principal-Omnibus \$571,145*  
*Long Term Debt Interest \$404,836*  
*Anticipated Interest – Road Bond \$ 21,314*
- Article 16: To see if the Town will vote to raise and appropriate the sum of \$33,060 for the Freeland Holmes Library Account.  
 2019: \$32,600.00  
 Budget Committee Recommends: \$33,060  
 Selectmen Recommend: \$33,060
- Article 17: To see if the Town will vote to raise and appropriate the sum of \$20,900 for the Cemeteries Account.  
 2019: \$17,900  
 Budget Committee Recommends: \$17,900  
 Selectmen Recommend: \$20,900
- Article 18: To see if the Town will vote to raise and appropriate the sum of \$58,650 for the Public Safety Building Account.  
 2019: \$54,850  
 Budget Committee Recommends: \$58,650  
 Selectmen Recommend: \$58,650
- Article 19: To see if the Town will vote to raise and appropriate the sum of \$172,881 for the Capital Improvements Project Account.  
 2019: \$667,711  
 Budget Committee Recommends: \$149,381  
 Selectmen Recommend: \$172,881
- Article 20: To see if the Town will vote to raise and appropriate the sum of \$2100 for the support of the Maine Unemployment Tax Fund.  
 2019: \$2100  
 Budget Committee Recommends: \$2100  
 Selectmen Recommend: \$2100
- Article 21: To see if the Town will vote to raise and appropriate the sum of \$11,555 for the support of the Animal Control Department Account.  
 2019: \$10,500  
 Budget Committee Recommends: \$11,555  
 Selectmen Recommend: \$11,555

- Article 22: To see if the Town will vote to raise and appropriate the sum of \$320,223 for the Waste Water Treatment Account.  
 2019: \$296,959  
 Budget Committee Recommends: \$316,223  
 Selectmen Recommend: \$320,223
- Article 23: To see if the Town will vote to raise and appropriate the sum of \$61,050 for the North End Sewer Account.  
 2019: \$58,700  
 Budget Committee Recommends: \$61,050  
 Selectmen Recommend: \$61,050
- Article 24: To see if the Town will vote to raise and appropriate the sum of up to \$1,500 for Seniors Plus.  
 Budget Committee Recommends: \$1,500  
 Selectmen Recommend: \$1,500
- Article 25: Shall the Town of Oxford, Maine (the Town): (1 ) Approve the design, site preparation, engineering and construction for road improvement projects (the “Project”); and (2) appropriate a sum not to exceed \$2,263,000, to provide for the costs of the project; and (3) authorize the Treasurer and Chairman of the Board of Selectmen to issue general obligation securities of the Town to fund the appropriation in an aggregate principal amount not to exceed \$2,263,000, and the discretion to fix the date(s), maturity(ies) calls for redemption, refunding(s), place(s) of payment, and other details of said securities, including execution and delivery of said securities on behalf of the Town, to provide for the sale thereof, and to execute any and all other documents and agreements related thereto?

**FINANCIAL STATEMENT**

|                                                 |                         |
|-------------------------------------------------|-------------------------|
| Total Town indebtedness                         |                         |
| Bonds outstanding and unpaid:                   | \$ 16,862,471.64        |
| Bonds authorized and unissued:                  | \$ 0.00                 |
| Bonds to be issued if this Article is approved: | \$ 2,263,000.00         |
| <b>TOTAL:</b>                                   | <b>\$ 19,125,471.64</b> |

*(\*Note: If Article 25 is approved in the warrant, the total amount of indebtedness would be \$19,907,471.64)*

At an estimated interest rate of 2.6% for an estimated 5 year maturity, the estimated costs of this Bond issue will be:

|                     |             |
|---------------------|-------------|
| Principal:          | \$2,263,000 |
| Interest:           | \$164,938   |
| Total Debt Service: | \$2,427,938 |

Validity: The validity of the bonds and the voters’ ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond varies from the estimate, this ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the

variance.

Article 26: Shall the Town of Oxford, Maine (the Town): (1 ) Approve the design, site preparation, engineering and construction for a dewatering facility project (the “Project”); and (2) appropriate a sum not to exceed \$937,000, to provide for the costs of the project; (3) to fund a portion of the appropriation, accept grants from various sources; and (4) authorize the Treasurer and Chairman of the Board of Selectmen to issue general obligation securities of the Town to fund the remaining amount of the appropriation in an aggregate principal amount not to exceed \$782,000, and the discretion to fix the date(s), maturity (ies) calls for redemption, refunding (s), place (s) of payment, and other details of said securities, including execution and delivery of said securities on behalf of the Town, to provide for the sale thereof, and to execute any and all other documents and agreements related thereto?

### FINANCIAL STATEMENT

| Total Town indebtedness                         |                         |
|-------------------------------------------------|-------------------------|
| Bonds outstanding and unpaid:                   | \$ 16,862,471.64        |
| Bonds authorized and unissued:                  | \$ 0.00                 |
| Bonds to be issued if this Article is approved: | \$ 782,000              |
| <b>TOTAL:</b>                                   | <b>\$ 17,644,471.64</b> |

(\*Note: If Article 26 is approved in the warrant, the total amount of indebtedness would be \$19,907,471.64)

At an estimated interest rate of 1% for an estimated 20 year maturity, the estimated costs of this Bond issue will be:

|                     |               |
|---------------------|---------------|
| Principal:          | \$ 782,000.00 |
| Interest:           | \$ 84,718.26  |
| MMBB Fee            | \$ 13,000.79  |
| DEP Admin Fee       | \$ 30,335.13  |
| Total Debt Service: | \$ 910,054.18 |

Validity: The validity of the bonds and the voters’ ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond varies from the estimate, this ratification by the electors is nevertheless conclusive and the validity of the bond issue is not affected by reason of the variance.

Article 27: To see if the town will appropriate sale proceeds of parcels within the Schiavi Business Park area to the Business Park Capital Reserve Fund; and to authorize the Board of Selectmen to expend such reserve funds on capital improvements and associated costs therewith that would be located in and/or serve the Schiavi Business Park

Article 28: Shall the following vote be adopted:

Shall the Town of Oxford, Maine adopt the Second Amendment to the Municipal Development and Tax Increment Financing District known as the “Wal-Mart Municipal Development and Tax Increment Financing District,” such amendment to be pursuant to the following findings, terms, and provisions:

**WHEREAS**, the Town of Oxford (the “Town”) is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended (the “Act”), to amend a designated development district (the “District”) and/or amend an adopted development program (the “Development Program”) pursuant to the Act (such amendment to be known as the “Second Amendment”); and

**WHEREAS**, the Town originally designated the District in 2000 and adopted the Development Program for the District, both of which were approved by the State of Maine Department of Economic and Community Development (the “Department”).

**WHEREAS**, the Town amended the Development Program (the “First Amendment”) to extend the term of years and changing the official name of the District to the Wal-Mart Municipal Development and Tax Increment Financing District. The First Amendment was approved by the Town at a Special Town Meeting and received approval from DECD.

**WHEREAS**, there is a continued need for economic development in the Town, in the surrounding region, and in the State of Maine; and

**WHEREAS**, there is a continued need to improve and broaden the tax base of the Town and to improve the general economy of the Town and the surrounding region; and

**WHEREAS**, approving the Second Amendment will help to improve and broaden the tax base of the Town and improve the economy of the Town and the region by continuing to accomplish the original goals of the District; and

**WHEREAS**, there is a need to implement continued economic development initiatives in the Town in accordance with the provisions of Act; and

**WHEREAS**, in this Second Amendment, the Town desires to amend boundaries of the District, amend the project cost list in the Development Program, and alter the captured value percentage for the remainder of the term of the District; and

**WHEREAS**, it is expected that approval for the Second Amendment will be obtained from the Department.

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE TOWN:**

**Section 1.** The Town hereby finds and determines that:

a. Pursuant to Title 30-A M.R.S.A. Section 5226(5) pertaining to TIF district and development program amendments, this Second Amendment does not result in the District being out of compliance with any of the conditions of 30-A M.R.S.A. Section 5223(3) which pertain to the percentage of area within the District that is suitable for commercial use, the TIF acreage caps for single TIF districts and for all TIF districts in the Town, and the total TIF district valuation cap.

b. The adopting of the Second Amendment will make a contribution to the economic growth and well-being of the Town and the surrounding region, and will contribute to the betterment of the health, welfare and safety of the inhabitants of the Town, including a broadened and improved tax base and economic stimulus, and therefore constitutes a good and valid public purpose.

**Section 2.** Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the Town hereby amends the Wal-Mart Municipal Development and Tax Increment Financing District as more particularly set forth in the Second Amendment to the Wal-Mart Municipal Development and Tax Increment Financing District, which was presented to the Town at the Annual Town Meeting held on June 6, 2020.

**Section 3.** Pursuant to the provisions of 30-A M.R.S.A. § 5227, the percentage of the increased assessed value to be retained as captured assessed value in the District is hereby established as set forth in the Development Program, as amended. The terms of the original Development Program dated February 18, 2000 remain unchanged except as set forth in the First Amendment and the Second Amendment. To the extent the Second Amendment conflicts with anything contained in the original Development Program, the Second Amendment shall govern.

**Section 4.** The Town Manager, or his duly appointed representative, be, and hereby is, authorized, empowered and directed to submit the proposed Second Amendment to the Wal-Mart Municipal Development and Tax Increment Financing District to the State of Maine Department of Economic and Community Development for review and approval pursuant to the requirements of 30-A M.R.S.A. §5226.

**Section 5.** The Town Manager, or his duly appointed representative, is hereby authorized and empowered, at his discretion, from time to time, to make such revisions to the documents related to the Second Amendment as he may deem reasonably necessary or convenient in order to facilitate the process for review and approval of the Second Amendment by the Department, so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the Town in adopting the Second Amendment.

**Section 6.** The foregoing adoption of the Second Amendment shall automatically become final and shall take full force and effect upon receipt by the Town of approval by the Department, without requirements of further action by the Town, the Board of Selectmen, or any other party.

**Section 7.** The Town Manager or his duly appointed representative is hereby authorized and empowered, at his discretion, from time to time, to make such revisions to the Development Program as the Town Manager, or his duly appointed representative, deems reasonably necessary or convenient in order to facilitate the process for review and approval of the Wal-Mart District and/or the Development Program by the Department, or for any other reason, so long as such revisions are not inconsistent with this article or the basic structure and intent of the Amendment to the Wal-Mart District and the Development Program.

**Section 8.** This Article shall take effect immediately upon adoption.

Article 29: To see if the Town will vote to appropriate 100% of the snowmobile refund check for the purpose of maintaining snowmobile trails by the Rock-O-Dundee Snowmobile Club, such maintenance to be performed only with the landowners' permission and only on trails that are open for public use.



- Article 30: To see if the Town will vote to authorize the Selectmen to carry forward to the following year any unexpended balances, they deem advisable, and lapse to fund balance any overdrafts in accordance with the Town's fund balance policy.
- Article 31: To see if the Town will vote to authorize the Selectmen, on behalf of the Town, to sell and dispose of any real estate acquired by nonpayment of taxes thereon, on such terms deemed advisable, and to execute deeds for such property and the proposed action of the Selectmen shall be advertised for two (2) weeks, with the exception that the Selectmen shall use the special sale process required by 36 M.R.S.A. § 943-C for qualifying homestead properties if not sold back to the original owner.
- Article 32: To see if the Town will vote to authorize the Board of Selectmen to dispose of town-owned personal property with a value of five thousand dollars (\$5,000) or less under such terms and conditions as they deem advisable, or if the value exceeds five thousand dollars (\$5,000), then by a public bid process.
- Article 33: To see if the Town will vote to authorize the Board of Selectmen to accept gifts of money or personal property to the Town and to appropriate and expend such money for such public purposes as the Board deems to be in the interest of the Town.
- Article 34: To see if the Town will vote to authorize the Board of Selectmen to accept conditional gifts of money or personal property to the Town and to appropriate and expend the funds for the purposes for which the gift was made and in accordance with any conditions imposed by the donor and to accept conditional gifts of personal property to the Town and to use the property in the manner specified by the donor.
- Article 35: 1) To see if the Town will vote to authorize the Tax Collector to collect taxes twice a year and to collect prepayment of taxes. The first bill to be one half of the assessed taxes due October 26, 2020, and the second half of assessed taxes due April 26, 2021; interest to be charged on each of the unpaid balances at ~~9%~~ 8% annually after October 26, 2020 and April 26, 2021 respectively, and
- 2) To see if the Town will permit the Tax Collector or the designee to waive unintentional tax interest payment shortages in an amount not to exceed \$5.00, and
- 3) To see if the Town will vote to authorize the tax collector to accept prepayments of taxes not yet committed and to pay no interest on those prepayments in accordance with Title 36 M.R.S.A. § 506.
- Article 36: To see if the Town will vote to authorize the Selectmen or the Town Manager, acting in concurrence with said Selectmen, to accept and expend, on behalf of the Town, Federal and/or State funds which may be received, from time to time, in the form of grants or for any other purpose, during the period 07/01/20 to 06/30/21, including, but not limited to Municipal Revenue Sharing, Local Road Assistance, State Aid to Education, Public Library, State Aid per capita, Civil Emergency Funds, Snowmobiling Registration money, Tree Growth Reimbursement money, General Assistance Reimbursement, Community Development Block Grants (CDBG), Economic Development Administration (EDA) grants, Federal Emergency Management Administration (FEMA) grants, U.S. Fire Administration grants, Police grants, and to act on anything relative

thereto.

Article 37: To see if the Town will vote to establish the rate of interest for those who have received an abatement or have overpaid their taxes for the year 2020 at ~~5%~~ 4%.

Article 38: To see if the Town will vote to allow the Board of Selectmen to transfer balances from individual Capital Improvement Project reserve accounts within the Capital Improvement Projects Fund when the intent of the original Capital Improvement Project has been accomplished or abandoned.

Article 39: To see if the Town will vote to increase the maximum property tax levy limit (LD1) established by State law in the event that the municipal budget approved results in a tax commitment in excess of the property tax levy otherwise allowable, such that the increased maximum property tax levy hereby established will equal the amount committed, or see what action the Town will take.

*Note: It is not projected that the town's budget will exceed tax levy limits established by State law, but as a preventive housekeeping action it is recommended the Town vote to approve.*

Signed this 2nd day of July, 2020

\_\_\_\_\_  
Scott Hunter

\_\_\_\_\_  
Samantha Hewey

\_\_\_\_\_  
Caldwell Jackson

\_\_\_\_\_  
Sharon Jackson

\_\_\_\_\_  
Dana Dillingham

# Town of Oxford

85 Pleasant Street  
P.O. Box 153  
Oxford, ME 04270

Tel 207-539-4431  
Fax 207-539-4228



## Officer's Return

County of Oxford ss.

I certify that the voters of the Town of Oxford have been warned and notified to meet at the Oxford Public Safety Building, 701 Main St., Oxford on Tuesday, the 14<sup>th</sup> day of July, A.D., 2020, at eight o'clock in the forenoon, then and there to act upon by secret ballot on Article 2 as set out below, the polling hours therefore to be from 8:00 a.m. until 8:00 p.m.;

And, to notify and warn said inhabitants to meet at the Oxford Elementary School in said town on Saturday, the 11<sup>th</sup> day of July 2020, A.D., at 10:00 a.m., then and there to act on Article 1 by written ballot and Articles 3 through 34 as set out below, to wit:

Oxford Town Office  
Oxford Transfer Station  
Oxford Post Office  
Polly's Variety  
Nancy's Barbershop

A conspicuous public place within the Town of Oxford, on July 3rd, 2020 which is at least 7 days prior to the election.

Signed this 3rd day of July, Two Thousand and Twenty.

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Ty Heaward  
Resident of Oxford

True copy:

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Elizabeth Olsen, Town Clerk