

County of Aroostook

DEC 17 2012

COMMISSIONERS' OFFICE

COUNTY ADMINISTRATOR

DOUGLAS F. BEAULIEU



COUNTY COMMISSIONERS

PAUL J. ADAMS
HOULTON

NORMAN L. FOURNIER
WALLAGRASS

PAUL J. UNDERWOOD
PRESQUE ISLE

November 30, 2012

Neria R. Douglass, JD, CIA
State Auditor
Department of Audit
66 State House Station
Augusta, Maine 04333

Dear Ms. Douglass:

Enclosed please find copies of:

- 2013 Aroostook County Budget as prepared by the Board of County Commissioners and finalized by the County Finance Committee, pursuant to the Aroostook County Charter.
- 2013-2014 Budget for Services to the Unorganized Territory in Aroostook County as prepared by the Board of County Commissioners and finalized by the County Finance Committee, pursuant to the Aroostook County Charter.

The required public hearing was held on November 29, 2012, followed by a joint session of the County Commissioners and Finance Committee whereby both budgets were approved and adopted.

The Resolve for both the General Fund expenditures and the Unorganized Territory expenditures is being submitted to the Secretary of State, the State Tax Assessor, as well as to you for the Fiscal Administrator for the Unorganized Territory.

Feel free to contact me if you have any questions regarding these budgets.

Sincerely,

Douglas F. Beaulieu
County Administrator

pc: County Commissioners
Finance Committee
Secretary of State
State Tax Assessor

Enclosures (4)

MINUTES

2013 COUNTY BUDGET AND 2013/2014 UNORGANIZED TERRITORY BUDGET PUBLIC HEARING –
NOVEMBER 29, 2012 - 5:30 P.M. - DISTRICT COURTROOM - CARIBOU COURTHOUSE - CARIBOU

PRESENT

Reynold Raymond, Chair, Finance Committee
Tammy Getchell, Vice-Chair, Finance Committee
Nelson Jandreau, Secretary, Finance Committee
Richard Fortier, Finance Committee
Ralph Ivey, Finance Committee
Dana Lougee, Finance Committee
Malachi Anderson, Finance Committee
Paul J. Adams, Chair, County Commissioners
Norman L. Fournier, County Commissioner
Paul J. Underwood, County Commissioner
Douglas F. Beaulieu, County Administrator
Various department heads and members of the public

ART. 1. The meeting was called to order by Reynold Raymond, Chair, Finance Committee, at 5:30 P.M. The Public Hearing notice was read. The Finance Committee members introduced themselves to the public.

ART. 2. The County Commissioners introduced themselves to the public.

ART. 3. An overview of the County Budget and Unorganized Territory Budget was presented by Douglas F. Beaulieu, County Administrator. Mr. Beaulieu explained the budget process to the public. He indicated that there were fifty-three (53) payroll periods in calendar 2013, adding over \$40,000.00 in budgetary expenditures. He advised that the overall County Budget was up 1.6% or \$103,720.00 over the current year budget. He further indicated that a new position in Deeds South was being proposed. However, that was being offset by the elimination of two (2) part-time positions in other departments. The overall increase for the Unorganized Territory Budget as proposed is 2.86% or \$36,922.00 over the current year budget.

ART. 4. Presentation of the County Budget and the Unorganized Territory Budget was presented by Douglas F. Beaulieu, County Administrator as follows:

- Total Expenditures -	\$6,761,146.00
- Departmental Revenue -	\$1,407,449.00
- Surplus -	\$ 93,750.00
- Tax Assessment (excluding overlay) -	
Non-Correctional -	\$2,943,281.00
Correctional -	<u>\$2,316,666.00</u>
Total -	\$5,259,947.00

The Unorganized Territory Budget was presented as follows:

- Total Expenditures -	\$1,328,614.00
- Departmental Revenues -	\$ 303,500.00
- Surplus -	\$ -0-
- Tax Assessment -	\$ 1,025,114.00

- ART. 5. There was no public comment and/or testimony on the budgets.
- ART. 6. Hearing no comments or questions, Reynold Raymond, Chair, thanked everyone for their attendance and adjourned the Public Hearing at 5:50 P.M.
- ART. 7. A joint meeting of the County Commissioners and Finance Committee was convened by Paul J. Adams, Chair, County Commissioners, and Reynold Raymond, Chair, Finance Committee.
- ART. 8. Motion by Richard Fortier and seconded by Ralph Ivey to accept the minutes of the November 6, 2012 Finance Committee Meeting. So voted.
- ART. 9. Motion by Ralph Ivey and seconded by Dana Lougee to increase the tax levy above the limit of 2.67% as established by State law (LD1) for the 2013 County Budget. So voted.

Motion by Norman L. Fournier and seconded by Paul J. Underwood to increase the tax levy above the limit of 2.67% as established by State law (LD1) for the 2013 County Budget as approved by the Finance Committee. So voted.

- ART. 10. Motion by Nelson Jandreau and seconded by Ralph Ivey to approve the 2013 County Budget Total Expenditures of \$6,761,146.00, Departmental Revenues of \$1,407,449.00, Surplus of \$93,750.00 and Tax Assessment (excluding overlay) of \$5,259,947.00. So voted.

Motion by Norman L. Fournier and seconded by Paul J. Underwood to approve the 2013 County Budget as approved by the Finance Committee. So voted.

- ART. 11. Motion by Dana Lougee and seconded by Malachi Anderson to increase the tax levy above the limit of 1.5% as established by State law (LD1) for the 2013-2014 Unorganized Territory Budget. So voted.

Motion by Norman L. Fournier and seconded by Paul J. Underwood to increase the tax levy above the limit of 1.5% as established by State law (LD1) for the 2013-2014 Unorganized Territory Budget as approved by the Finance Committee. So voted.

- ART. 12. Motion by Ralph Ivey and seconded by Nelson Jandreau to approve the 2013-2014 Unorganized Territory Budget Total Expenditures of \$1,328,614.00, Departmental Revenues of \$303,500.00, Surplus of \$-0- and Tax Assessment of \$1,025,114.00. So voted.

Motion by Commissioner Norman L. Fournier and seconded by Commissioner Paul J. Underwood to approve the 2013-2014 Unorganized Territory Budget as approved by the Finance Committee. So voted.

- ART. 13. Motion by Dana Lougee and seconded by Ralph Ivey to adjourn at 6:02 P.M. So voted.

Nelson Jandreau
Secretary

STATE OF MAINE
COUNTY OF AROOSTOOK

**Resolve, for Laying of the County Taxes and Authorizing
Expenditures of Aroostook County for the Year 2013**

Whereas, Aroostook County has certain expenses and liabilities, which must be met as they become due; and

Whereas, it is necessary that the taxes for the year 2013 hereinafter mentioned be immediately assessed, in order to provide the required revenue for the county; and

Whereas, in the judgment of the Finance Committee, these facts create an emergency within the meaning of the Constitution of Maine and require the following resolution as immediately necessary for the preservation of the public peace, health and safety; now, therefore, be it

Sec. 1. Aroostook County; taxes apportioned. Resolved: That the following sum is granted as a tax on Aroostook County to be apportioned, assessed, collected and applied for the purposes of paying debts and necessary expenses of the county as authorized herein, and for other purposes of law, for the calendar year 2013:

2013 TAX

\$5,259,947.00

; and be it further

Sec. 2. General Fund expenditures authorized. Resolved: That the following sums, based on the county budget filed in the office of the Secretary of State, are authorized as General Fund expenditures by the county during the calendar year 2013, in the specific total amounts of expenditures for personal services, contractual services and commodities and capital expenditures for each account in the county budget:

APPROPRIATION ACCOUNT NUMBER	APPROPRIATIONS
1010 - EMERGENCY MANAGEMENT AGENCY	
Personal Services	98,520.00
Contractual Services	11,475.00
Commodities	2,850.00
TOTAL	112,845.00
1015 - DISTRICT ATTORNEY	
Personal Services	194,650.00
Contractual Services	201,924.00
Commodities	8,200.00
TOTAL	404,774.00
1020 - ADMINISTRATION	
Personal Services	423,882.00
Contractual Services	48,470.00
Commodities	4,415.00
TOTAL	476,767.00
1035 - SUPERIOR COURT BUILDING	
Contractual Services	52,070.00
Commodities	35,000.00
TOTAL	87,070.00
1036 - HOULTON BUILDING COMPLEX	
Personal Services	46,016.00
Contractual Services	23,084.00
Commodities	5,250.00
TOTAL	74,350.00
1037 - SHERIFF'S OFFICE BUILDING	
Contractual Services	12,241.00
Commodities	24,408.00
TOTAL	36,649.00
1041 - CARIBOU COURTHOUSE	
Personal Services	100,003.00
Contractual Services	76,997.00
Commodities	40,950.00
TOTAL	217,950.00

1042 - FORT KENT REGISTRY BUILDING

Personal Services	44,864.00
Contractual Services	12,490.00
Commodities	11,215.00
TOTAL	68,569.00

1050 - SUPPORT OF PRISONERS

TOTAL	2,316,666.00
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1065 - REGISTER OF DEEDS (HOULTON)

Personal Services	143,169.00
Contractual Services	30,900.00
Commodities	1,500.00
TOTAL	175,569.00

1066 - REGISTER OF DEEDS (FORT KENT)

Personal Services	135,543.00
Contractual Services	17,400.00
Commodities	1,800.00
TOTAL	154,743.00

1070 - REGISTER OF PROBATE

Personal Services	180,784.00
Contractual Services	25,425.00
Commodities	3,600.00
TOTAL	209,809.00

1075 - LAW ENFORCEMENT

Personal Services	1,217,377.00
Contractual Services	132,875.00
Commodities	21,650.00
TOTAL	1,371,902.00

1077 - FIRE MARSHAL

Personal Services	100.00
Commodities	9,400.00
TOTAL	9,500.00

1090 - AUDITING

Contractual Services	6,640.00
TOTAL	6,640.00

1092 – WIDE AREA NETWORK (WAN)

Contractual Services	48,000.00
TOTAL	48,000.00

2000 - INTEREST EXPENSE

Tax Anticipation	6,500.00
TOTAL	6,500.00

2025 - EMPLOYEE BENEFITS

Contractual Service:	
Unemployment Insurance	3,000.00
TOTAL	3,000.00

2040 - COPIERS

Contractual Services	25,000.00
TOTAL	25,000.00

2045 - PROGRAM GRANTS

Contractual Services:	
Aroostook Community Action Program	5,298.00
Aroostook Mental Health Center	42,380.00
Central Aroostook Association	11,655.00
Community Living Association	10,594.00
Green Valley Association	5,933.00
St. John Valley Association	7,417.00
Northern Maine General Hospital	7,417.00
Northern Aroostook Alternatives	5,298.00
Charities of Maine	6,012.00
Aroostook Area Agency on Aging	7,308.00
Aroostook Child Abuse & Neglect Council	1,210.00
Battered Women's Project	5,045.00
Temporary Shelter for the Homeless	5,045.00
Extension Association	60,430.00
Northern Maine Development Commission	24,695.00
Northern Maine Regional Airport	<u>23,125.00</u>
TOTAL	228,862.00

2050 - COUNTY INSURANCES

Contractual Services	38,000.00
TOTAL	38,000.00

2075 - 5-YEAR CAPITAL IMPROVEMENTS

County Bridges, Buildings & Equipment	210,331.00
TOTAL	210,331.00

2076 - RESERVES

Restoration of Deeds Records	256,000.00
Probate Surcharge	8,800.00
TOTAL	264,800.00

2077 - PSAP

Contractual Services	204,750.00
TOTAL	204,750.00

2086 - Website/MUNIS

Contractual Services	1,600.00
TOTAL	1,600.00

2087 - MCCA CONVENTION

Contractual Services	500.00
TOTAL	500.00

2092 - PERSONNEL SERVICES

Labor Relations	1,000.00
Employee Recognition	5,000.00
TOTAL	6,000.00

TOTAL GENERAL FUND	\$6,761,146.00
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; and be it further

Sec. 3. Summary. Resolved: That the figures appearing in this resolve represent the total amount of taxes and the total specific expenditures authorized for the calendar year 2013. The following is a summary of revenues and appropriations:

Total (Non-Correctional Services) Appropriations	\$4,444,480.00
Available Credits:	
Estimated Non-Correctional Services Revenues	<u>\$1,501,199.00</u>
Net Non-Correctional Assessment	\$2,943,281.00
Total (Correctional Services Assessment (P.L. 2007, Chapter 653))	\$2,316,666.00
Total Amount to be raised by taxation	<u>\$5,259,947.00</u>

Enactment Clause. This resolve shall take effect on January 1, 2013, pursuant to Article V of the Aroostook County Charter enacted by the voters of Aroostook County on November 7, 1989. The required public hearing was held in Caribou, Maine on November 29, 2012.

11/29/12
DATED

[Signature]

Dana M. Longin

[Signature]

Michael A. Fessenden

[Signature]

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AROOSTOOK COUNTY FINANCE COMMITTEE

[Signature]

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AROOSTOOK COUNTY COMMISSIONERS

11/29/12
DATED

ATTEST: A TRUE COPY

WFB

DOUGLAS F. BEAULIEU
COUNTY ADMINISTRATOR/CLERK

STATE OF MAINE
COUNTY OF AROOSTOOK

**Resolve, for Establishing the Budget for Services to the Unorganized Territory in
Aroostook County for the Fiscal Year 2013-2014**

Whereas, Unorganized Territories in Aroostook County have certain expenses and liabilities, which must be met as they become due; and

Whereas, it is necessary that the taxes for the fiscal year 2013-2014 hereinafter mentioned be immediately assessed, in order to provide the required revenue for the county; and

Whereas, in the judgement of the Finance Committee, these facts create an emergency within the meaning of the Constitution of Maine and require the following legislation as immediately necessary for the preservation of the public peace, health and safety; now, therefore, be it

Sec. 1. Resolved: That the following sum is approved for services to the Unorganized Territory in Aroostook County, for fiscal year 2013-2014:

FISCAL YEAR 2013-2014

\$1,025,114.00

; and be it further

Sec. 2. Expenditures Authorized. Resolved: That the following sums are authorized to be submitted to the State Tax Assessor and to the Fiscal Administrator of the Unorganized Territory.

ACCOUNTS**APPROPRIATIONS**

ROADS & BRIDGES	\$130,000.00
PUBLIC WORKS DEPARTMENT	90,053.00
PUBLIC SAFETY COORDINATOR	31,477.00
E.M.A. SUPPORT	3,601.00
SNOW REMOVAL	293,505.00
SOLID WASTE DISPOSAL	122,156.00
FIRE PROTECTION	135,223.00
CEMETERIES	3,100.00
AMBULANCE SERVICES	35,601.00
STREET LIGHTS	11,375.00
SNOWMOBILE TRAILS	1,500.00
POLLING PLACES	9,620.00
RECREATION	8,270.00
SENIOR CITIZENS	16,651.00
FISH RIVER LAKES ASSN.	500.00
LIBRARIES	800.00
SO. AROOSTOOK SOIL/WATER	150.00
ST. JOHN VALLEY SOIL/WATER	350.00
N.M.D.C.	10,204.00
AUDIT	3,080.00
R.C. & D.	165.00
ACADIAN HERITAGE COUNCIL	100.00
BREAD OF LIFE KITCHEN	850.00
FED,STATE,COUNTY PROGRAMS	16,564.00
SEPTAGE DISPOSAL	3,929.00
ANIMAL CONTROL	5,775.00
CAPITAL RESERVES	327,750.00
INSURANCES	3,000.00
ADMINISTRATION	<u>63,265.00</u>

TOTAL BUDGETED APPROPRIATION**\$1,328,614.00****DEDUCTIONS:**

LOCAL ROAD ASSISTANCE	62,000.00
EXCISE TAXES	232,000.00
SNOWMOBILE REVENUE	1,500.00
INTEREST INCOME	7,000.00
SURPLUS	0.00
MISCELLANEOUS ITEMS	<u>1,000.00</u>

TOTAL DEDUCTIONS**\$303,500.00****TAX ASSESSMENT****\$1,025,114.00**

ENACTMENT CLAUSE. This resolve shall take effect on July 1, 2013 pursuant to Article V of the Aroostook County Charter enacted by the voters of Aroostook County on November 7, 1989. The required public hearing was held in Caribou, Maine on November 29, 2012.

11/29/12
DATED

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AROOSTOOK COUNTY FINANCE COMMITTEE

11/29/12
DATED

[Signature]
[Signature]
[Signature]

AROOSTOOK COUNTY COMMISSIONERS

ATTEST: A TRUE COPY

[Signature]
DOUGLAS F. BEAULIEU
COUNTY ADMINISTRATOR/CLERK