


**SAMPLE BALLOT  
TOWN MEETING ELECTION  
KITTERY, MAINE  
JUNE 13, 2023**

Town Clerk

**Instructions to Voters**

- ◆ To vote for the selection of your choice, fill in the oval to the left, like this: .
- ◆ To have your vote count, do not erase or cross out your choice.
- ◆ If you make a mistake, ask for a new ballot.

**Article 2** Shall the town vote to authorize the Town Council to transfer up to \$125,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$125,000 when necessary to maintain a positive fund balance in the Compensated Absences account and to pay for accrued vacation and/or sick leave to settle any unpaid benefits owed to retired or terminated employees in the fiscal year?

☐ Yes

Town Council Recommends - Vote: Yes 6 No 0

☐ No

Explanation: The purpose of this article is to provide funds from the town's unassigned funds (unencumbered surplus) to pay for accrued benefits owed when a municipal employee retires or leaves. The reserve account balance is currently \$289,739. The unassigned fund balance (unencumbered surplus) is currently \$10,273,357.

**Article 3** Shall the town vote to authorize the Town Council to transfer up to \$25,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$25,000 when necessary for the purpose of paying the town's cost on accepted insurance claims against the town?

☐ Yes

Town Council Recommends - Vote: Yes 6 No 0

☐ No

Explanation: The purpose of this article is to provide funds from the town's unassigned funds (unencumbered surplus) to pay the deductible and other associated costs on insurance claims that may be made in the fiscal year. The unassigned fund balance (unencumbered surplus) is currently \$10,273,357.

**Article 4** Shall the town vote to authorize the Town Council to transfer up to \$500,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$500,000 when necessary for the purpose of providing the town's match to federal, state, and non-profit grants?

☐ Yes

Town Council Recommends - Vote: Yes 6 No 0

☐ No

Explanation: Grant applications are filed by different town departments to assist with the operations and capital projects of the Town. These grants, if successful, often require a local match to be raised. The purpose of this article is to provide funds from the town's unassigned funds (unencumbered surplus) when and if necessary, for the purpose of meeting grant match requirements. The unassigned fund balance (unencumbered surplus) is currently \$10,273,357.

**Article 5** Shall the town vote to authorize the Town Council to transfer up to \$80,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$80,000 when necessary for the purpose of covering shortfalls in the town departments' fuel accounts due to the unpredictable fuel pricing markets?

☐ Yes

Town Council Recommends - Vote: Yes 6 No 0

☐ No

Explanation: The purpose of this article is to provide departments, who have exhausted their allocated fuel budgets in the fiscal year, access to funds for fuel needs. The Town Council favored keeping the fiscal year fuel and utility accounts as low as possible, with this article making available surplus funds as a safety net in case of an unstable market for fuel. The unassigned fund balance (unencumbered surplus) is currently \$10,273,357.

**Article 6** Shall the town vote to authorize the Town Council to transfer up to \$100,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$100,000 when necessary for the purpose of providing for the town's General Assistance Program as required by town, state, and federal laws in the fiscal year?

☐ Yes

Town Council Recommends - Vote: Yes 6 No 0

☐ No

Explanation: The General Assistance Program is budgeted from the town's operational budget each year. The program assists town citizens with welfare type services by following very strict state and federal guidelines for income eligibility within the General Assistance Ordinance. The purpose of this article is to create a method for the Town Council to supplement the General Assistance budget if needed. The unassigned fund balance (unencumbered surplus) is currently \$10,273,357.

**CONTINUE VOTING ON BACK**

<p><u>Article 7</u></p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>	<p>Shall the town vote to authorize the Town Council to transfer up to \$50,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$50,000 when necessary for the purpose of paying for emergency repairs and energy efficiency improvements to town-owned facilities that are not contemplated in the regular fiscal year operating budget?</p> <p>Town Council Recommends - Vote: Yes 6 No 0</p> <p>Explanation: Occasionally, repairs to town facilities are needed that have not been budgeted. In addition, energy efficiency projects are being identified to further save the town funds. The purpose of this article is to allow the Town Council to make unplanned emergency facility repairs and undertake energy efficiency projects that may arise in the fiscal year. The unassigned fund balance (unencumbered surplus) is currently \$10,273,357.</p>
<p><u>Article 8</u></p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>	<p>Shall the town vote to authorize the Town Council to transfer up to \$50,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$50,000 for a Municipal Property Tax Assistance program to credit property taxes owed by certain residents that meet the program requirements?</p> <p>Town Council Recommends - Vote: Yes 6 No 0</p> <p>Explanation: The Senior Tax Credit program allows for taxpayers that qualify to receive a credit on their property taxes each year. The program assists seniors with their property tax obligations. The unassigned fund balance (unencumbered surplus) is currently \$10,273,357.</p>
<p><u>Article 9</u></p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>	<p>Shall the town vote to authorize the Town Council to transfer up to \$100,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$100,000 to convert the Town Hall Complex light fixtures to efficient LED light fixtures?</p> <p>Town Council Recommends - Vote: Yes 6 No 0</p> <p>Explanation: The purpose of this article is to fund the LED conversion of interior and site lighting for the Town Hall Complex (including School Administration Offices, Police, and DPW). Once complete the project is expected to reduce annual electrical consumption for lighting by approximately 70% for these buildings. The average return on investment for the project is 9.32 years. The estimated project cost is net of anticipated rebates and incentives from Efficiency Maine. The unassigned fund balance (unencumbered surplus) is currently \$10,273,357.</p>
<p><u>Article 10</u></p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>	<p>Shall the town vote to authorize the Town Council to transfer up to \$97,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$97,000 to complete the Fort Foster Invasive Plant Management Project?</p> <p>Town Council Recommends - Vote: Yes 6 No 0</p> <p>Explanation: The Invasive Plant Management Project was developed in collaboration with the Parks Commission and the Conservation Commission. The project includes a combination of mechanical, chemical, and hand removal of identified invasive plants that are impacting the native plants and animals at Fort Foster. The first two years of the project were funded through the grants and the Capital Improvement Plan. The purpose of this article is to fund the remaining three years of the project implementation. The unassigned fund balance (unencumbered surplus) is currently \$10,273,357.</p>
<p><u>Article 11</u></p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>	<p>Shall the town vote to authorize the Town Council to transfer up to \$250,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$250,000 to resurface the Shapleigh Field running track?</p> <p>Town Council Recommends - Vote: Yes 6 No 0</p> <p>Explanation: The purpose of this article is to fund the resurfacing of the running track at Shapleigh Field at the Shapleigh Middle School. The track is in need of replacement due to long-term wear and tear. The Shapleigh Field track is used by students during the school day and for athletic competitions, and by the broader community as a safe outdoor surface to run and walk on. The unassigned fund balance (unencumbered surplus) is currently \$10,273,357.</p>
<p><u>Article 12</u></p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>	<p>Shall the town vote to authorize the Town Council to transfer up to \$275,000 from unassigned funds (unencumbered surplus) and appropriate and expend up to \$275,000 to construct the playground at Emery Field park?</p> <p>Town Council Recommends - Vote: Yes 6 No 0</p> <p>Explanation: The Town is nearly complete with construction of phase 2 of the Emery Field park improvement project. The total project cost, excepting the playground component, is \$717,000 including engineering and change orders. The Town raised a total of \$725,000 in capital funds and grants for the project, however this amount does not cover the cost of the playground component. The most recent cost estimate for the playground equipment and installation is \$265,342. The playground includes equipment for various age groups, and poured in place surfaces that improve accessibility for those with mobility challenges. The unassigned fund balance (unencumbered surplus) is currently \$10,273,357.</p>

**SAMPLE BALLOT**  
**SCHOOL BUDGET VALIDATION REFERENDUM**  
**KITTERY, MAINE**  
**JUNE 13, 2023**

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**Question #1**

SCHOOL BUDGET VALIDATION REFERENDUM

Do you favor approving the Town of Kittery School Budget for the upcoming school year that was adopted at the May 1, 2023 Town Council Meeting?

- ☐ Yes
- ☐ No

SAMPLE