

COMBINED SELECTBOARD & BUDGET COMMITTEE SPECIAL MEETING AGENDA

Richmond Town Office Conference Room

Tuesday, May 12, 2026 @ 6:30PM

Select Board Members

Andy Alexander
Robert Bodge, Chair
Matt Roberge
Tracy Tuttle
Brian York, Vice Chair

Budget Committee Members

Therese Acord
Will Berdan, II
Randy Bodge
Minnie Grizkewitsch
Vivian Pratte

- 1.0 Selectboard Chair – Open the Meeting
- 2.0 REQUEST TO APPROVE MINUTES OF SELECTBOARD & BUDGET COMMITTEE COMBINED MEETING ON: April 28, 2026
- 3.0 Town Manager Presentation of FY26-FY30 Capital Improvement Plan
- 4.0 Selectboard & Budget Committee Final Review of Warrant Articles
 - 4.1 Approval of Town Meeting Warrant Articles (Municipal & Schools)
- 5.0 ADJOURNMENT

**COMBINED SELECTBOARD & BUDGET COMMITTEE
APRIL 28, 2026 MEETING MINUTES**

1.0 Selectboard Chair – Open the Meeting @ 6:46 PM

Select Board Members Present – Andy Alexander, Robert Bodge, Chair, Matt Roberge, Tracy Tuttle & Brian York Vice Chair

Budget Committee Members Present – Therese Acord, Will Berdan & Minnie Grizkewitsch

2.0 REQUEST TO APPROVE MINUTES OF SELECTBOARD & BUDGET COMMITTEE COMBINED MEETING ON: April 14, 2026

Select Board Member Tuttle made a motion to approve the minutes of April 14th Budget Committee Member Acord seconded. Motion passed (8-0)

3.0 Selectboard & Budget Committee Final Review of Budget Elements

3.1 Final Review of Proposed Operations Budget – Jim Chandler, Town Manager

3.2 Review of Estimated Combined Municipal & School Budgets

3.2.1 Discussion of Estimated Total Expenses & Revenues Impacts to 2026 Mil Rate

3.3 Recommended Final Article Totals for Preparation of Town Meeting Warrant

	Account Name	Motion by	Seconded by	Selectmen Recommend	Vote	Budget Committee Recommends	Budget Committee Motion by	Budget Committee Seconded by	Vote
11	Administration *	Alexander	Roberge	307,137	5-0	Same			
84	Benefits *	Alexander	York	406,285	4-1	Same			
15	Boards/Committees	York	Alexander	16,350	5-0	17,900			
90	Capital Outlay *	Alexander	Bodge	5,000	2-3	9,000			
90	Capital Outlay *	Tuttle	no 2nd	9,000	withdrew				
90	Capital Outlay *	York	Alexander	5,000	5-0				
43	CEO & Facilities *	Tuttle	Alexander	48,899	5-0	Same			
89	Debt Service	Roberge	York	32,459	5-0	Same			
22	Fire/EMS *	York	Tuttle	167,146	4-1 (Roberge abstained)	Same			
86	General Assistance	Tuttle	Alexander	2,500	5-0	Same			
85	Insurance	York	Alexander	89,900	5-0	Same			
83	Intergovernmental	Roberge	Tuttle	17,077	5-0	Same			
82	Library *	Tuttle	Roberge	67,061	5-0	Same			
50	Parks/Cemeteries	Alexander	Tuttle	9,659	5-0	Same			
33	Police *	Tuttle	Alexander	291,256	0-5	Same			
33	Police *	Alexander	York	266,526	5-0	266,526	Acord	Grizkewitsch	3-0
12	Professional Servs	York	Tuttle	74,545	5-0	72,545			
12	Professional Servs					74,545	Acord	Grizkewitsch	3-0
36	Public Safety *	Alexander	York	130,993	5-0	Same			
81	P Service Agencies	Alexander	Roberge	15,124	5-0	Same			
26	Public Works *	Roberge	York	384,938	3-2	Same			
51	Recreation/Events	Tuttle	Roberge	40,994	5-0	Same			
92	Reserves *	York	Roberge	927,000	5-0	929,500			
92	Reserves *					927,000	Grizkewitsch	Berdan	3-0
53	Seniors *	Roberge	York	36,187	5-0	Same			
60	Transfer Station *	Alexander	Tuttle	69,376	5-0	Same			
24	Town Fuel *	Tuttle	Tuttle	41,950	5-0	Same			
	TOTALS FY27			3,157,106					

**COMBINED SELECTBOARD & BUDGET COMMITTEE
APRIL 28, 2026 MEETING MINUTES**

Questioning Is May 14th too late to approve the warrant and have it posted.

4.0 ADJOURNMENT

Select Board Member Alexander made a motion to adjourn @ 8:15PMPM. Select Board Member Roberge Seconded. Motion passed (5-0)

TOWN OF RICHMOND
2026 ANNUAL TOWN MEETING WARRANT

Sagadahoc, ss.

State of Maine

TO: James Donnell, Constable of the Town of Richmond

Greetings:

In the name of the State of Maine, you are hereby required to notify and warn the voters of the town of Richmond, in said county and State, qualified by law to vote in Town affairs, to meet at the Richmond High School, 132 Main Street, in said Town, on **Tuesday, June 2, 2026 at 6:00 PM**, then and there to act upon **Articles 1-54**, at the conclusion of which the meeting will be recessed; the recessed meeting will be reconvened at the Richmond Town Office in said Town on **Tuesday, June 9, 2026**, then and there to act upon **Article 55** by secret ballot as set forth below. The polls will be open between 8:00 am and 8:00 pm.

ARTICLE 1: To elect a Moderator, by secret ballot, who will preside at said meeting. The "Maine Moderator's Guide" shall be utilized by the Moderator.

Municipal Departments

ARTICLE 2: To see if the Town will vote to raise and appropriate \$307,137 for the **Administration** Account (FY2025-2026: \$230,739).

*Selectboard and Budget Committee Recommend: **\$307,137***

ARTICLE 3: To see if the Town will vote to raise and appropriate \$16,350 for the **Boards & Committees** Account (FY2025-2026: \$16,800).

*Selectboard Recommends: **\$16,350***

*Budget Committee Recommends: **\$17,900***

ARTICLE 4: To see if the Town will vote to raise and appropriate \$266,526 for the **Police** Account (FY2025-2026: \$302,578).

*Selectboard and Budget Committee Recommend: **\$266,526***

ARTICLE 5: To see if the Town will vote to raise and appropriate \$167,146 for the **Fire/EMS** Account (FY2025-2026: \$197,899).

*Selectboard and Budget Committee Recommend: **\$167,146***

ARTICLE 6: To see if the Town will vote to raise and appropriate \$384,938 for the **Public Works** Account (FY2025-2026: \$425,575).

*Selectboard and Budget Committee Recommend: **\$384,938***

ARTICLE 7: To see if the Town will vote to raise and appropriate \$67,376 for the **Solid Waste** Account (FY2025-2026: \$96,275).

*Selectboard and Budget Committee Recommend: **\$67,376***

ARTICLE 8: To see if the Town will vote to raise and appropriate \$48,899 for the **CEO/Facilities Manager** Account (FY2025-2026: \$59,063).

*Selectboard and Budget Committee Recommend: **\$48,899***

ARTICLE 9: To see if the Town will vote to raise and appropriate \$40,994 for the **Recreation & Events** Account (FY2025-2026: \$44,467).

*Selectboard and Budget Committee Recommends: **\$40,994***

ARTICLE 10: To see if the Town will vote to raise and appropriate \$36,187 for the **Seniors** Account (FY2025-2026: \$34,509).

*Selectboard and Budget Committee Recommend: **\$36,187***

ARTICLE 11: To see if the Town will vote to raise and appropriate \$67,061 for the Isaac F. Umberhine Public **Library** Account (FY2025-2026: \$66,678).

*Selectboard and Budget Committee Recommend: **\$67,061***

ARTICLE 12: To see if the Town will vote to raise and appropriate \$9,659 for the **Parks & Cemeteries** Account (FY2025-2026: \$7,550).

*Selectboard and Budget Committee Recommend: **\$9,659***

ARTICLE 13: To see if the Town will vote to raise and appropriate \$5,000 for the **Capital Outlay** Account (FY2025-2026: \$19,425).

*Selectboard Recommends: **\$5,000***

*Budget Committee Recommends: **\$9,000***

Motion to take Articles 14 – 22 for non-departmental budget articles as a group to be voted on. **Need a 2/3 vote to pass.**

ARTICLE 14: To see if the Town will vote to raise and appropriate \$406,285 for the **Benefits** Account (FY2025-2026: \$340,385).

*Selectboard and Budget Committee Recommend: **\$406,285***

ARTICLE 15: To see if the Town will vote to raise and appropriate \$89,900 for the **Insurance** Account (FY2025-2026: \$89,100).

*Selectboard and Budget Committee Recommend: **\$89,900***

ARTICLE 16: To see if the Town will vote to raise and appropriate \$32,459 for the **Debt Service** Account (FY2025-2026: \$32,459).

*Selectboard and Budget Committee Recommend: **\$32,459***

ARTICLE 17: To see if the Town will vote to raise and appropriate \$17,077 for the **Intergovernmental** Account (FY2025-2026: \$15,941).

*Selectboard and Budget Committee Recommend: **\$17,077***

ARTICLE 18: To see if the Town will vote to raise and appropriate \$2,500 for the **General Assistance Account** (FY2025-2026: \$5,000).

*Selectboard and Budget Committee Recommend: **\$2,500***

ARTICLE 19: To see if the Town will vote to raise and appropriate \$74,545 for the **Professional Services Account** (FY2025-2026: \$58,314).

*Selectboard and Budget Committee Recommend: **\$74,545***

ARTICLE 20: To see if the Town will vote to raise and appropriate \$130,993 for the **Public Safety Account** (FY2025-2026: \$122,500).

*Selectboard and Budget Committee Recommend: **\$130,993***

ARTICLE 21: To see if the Town will vote to raise and appropriate \$15,124 in the following amounts for support of the following **Public Service Agencies** for the ensuing year: (FY2025-2026: \$15,324).

Dash Unit-Milfoil Program	\$6,800
New Hope for Women	\$670
Richmond Food Pantry:	\$6,000
Spectrum Generations	\$1,654
TOTAL:	\$15,124

*Selectboard and Budget Committee Recommend: **\$15,124***

ARTICLE 22: To see if the Town will vote to raise and appropriate \$41,950 for the **Town Fuel Account** (FY2025-2026: \$28,281).

*Selectboard and Budget Committee Recommend: **\$41,950***

Reserve Articles for Use of Undesignated Fund Balance – to Reduce Appropriation

Motion to take Articles 23 – 26 as a group to be voted on. **Need a 2/3 vote to pass.**

ARTICLE 23: To see if the Town will vote to appropriate \$800,000 from unassigned fund balance to the **Public Works Reserve Account** (FY2025-2026: \$350,000).

*Selectboard and Budget Committee Recommend: **\$800,000***

ARTICLE 24: To see if the Town will vote to appropriate \$22,000 from unassigned fund balance to the **Town Building Repair & Maintenance Reserve Account** (FY2025-2026: \$5,000).

*Selectboard and Budget Committee Recommend: **\$22,000***

ARTICLE 25: To see if the Town will vote to appropriate \$100,000 from unassigned fund balance to the **Town Vehicle Reserve Account** (FY2025-2026: \$200,000).

*Selectboard and Budget Committee Recommend: **\$100,000***

ARTICLE 26: To see if the Town will vote to appropriate \$5,000 from unassigned fund balance to the **Employee Contingency Reserve Account** (FY 2025-2026: \$5,000).

*Selectboard and Budget Committee Recommend: **\$5,000***

Municipal Revenue & Administrative Articles

Motion to take Articles 27 – 41 as a group to be voted on. Need a 2/3 vote to pass.

- ARTICLE 27: To see if the Town will vote to appropriate \$450,000 from the **Estimated Tax Increment Financing Revenues** Account (Pipeline TIF District) for the improvement of public ways.
Selectboard and Budget Committee Recommend: \$450,000
- ARTICLE 28: To see if the Town will vote to appropriate \$400,000 from the **Estimated Tax Increment Financing Revenues** Account (Downtown TIF District) for economic development administration, Downtown Revitalization, and eligible infrastructure improvements consistent with 30-A M.R.S. §§ 4223-5225.
Selectboard and Budget Committee Recommend: \$400,000
- ARTICLE 29: To see if the Town will vote to appropriate \$1,100,000 from the **Estimated Revenues** Account (Non-Property Tax Revenue) to be applied to reduce the Fiscal Year 2026-2027 tax commitment.
Selectboard and Budget Committee Recommend: \$1,100,000
- ARTICLE 30: To see if the Town will vote to appropriate fifty-percent (50%) of the money received from the State of Maine for snowmobile registrations to the Richmond Sno-Rovers Club for the maintenance of their system or network of snowmobile trails, on the condition that those trails be open to the public for snowmobile purposes at no charge in the snow season, and to authorize the Selectboard to enter into an agreement with the Club under such terms and conditions as it deems advisable for that purpose.
- ARTICLE 31: To see if the Town will vote to fix the date when property taxes become due and payable, with the first payment being due and payable on November 10, 2026; and the second payment being due and payable on May 10, 2027; and to instruct the Tax Collector to charge interest at 7% per annum on all taxes unpaid after aforementioned date(s).
- ARTICLE 32: To see if the Town will vote to set the rate of 3% interest per annum on overpaid and abated taxes and to authorize such interest paid or abatements granted to be appropriated from overlay funds then, if necessary, from unassigned fund balance.
[Note: 36 M.R.S. § 506-A provides the rate of interest may not exceed the rate set for delinquent taxes, nor be less than that rate reduced by 4%.]
- ARTICLE 33: To see if the Town will vote to authorize the Tax Collector to accept prepayment of taxes not yet committed pursuant to 36 M.R.S. § 506, with no interest to accrue on any excess paid over the amount finally committed.
- ARTICLE 34: To see if the Town will vote to authorize the Tax Collector to offer a Fiscal Year 2026-2027 Tax Club Plan to taxpayers who enroll no later than July 31, 2026; who pay the total amount of FY 2026-2027 taxes by monthly payments from July 1, 2026 to June 30, 2027; who abide by the requirements of said plan as established by the Selectboard; who shall

receive from the Town, in return for such payments, full credit for such taxes paid without incurring any charge of interest.

ARTICLE 35: To see if the Town will vote to authorize the Selectboard to apply for State, federal and other grants on behalf of the Town for purposes deemed by the Selectboard to be in the best interests of the Town; to accept such grants, including, when necessary, the authority to sign contracts and related documents and to accept conditions of approval; and to expend such grant funds for any purpose for which the Town has appropriated funds in Fiscal Year 2026-2027.

ARTICLE 36: To see if the Town will vote to authorize the Selectboard to retain, sell or dispose of, by such means and upon such terms and conditions as the Selectboard deems advisable, any real estate acquired by the Town for non-payment of taxes thereon, and to execute such contracts, deeds and other instruments, and to take such other actions as may in the Selectboard's judgment be advisable to affect the sale of such property, or, if the property is residential property and is occupied by the former owner(s), the Selectboard may convey the property to the former owner(s) upon payment in full of all taxes, interest and charges incurred by the Town within 90 days of notice to the former owner(s) of the repurchase opportunity; provided, however, that the Selectboard shall comply with the requirements of 36 M.R.S. § 943-C if it chooses to sell the property to anyone other than the former owner(s) as is defined in 36 M.R.S. §943-C.

ARTICLE 37: To see if the Town will vote to authorize the Treasurer to waive the automatic foreclosure of a tax lien mortgage by recording a waiver of foreclosure at the Registry of Deeds in which the tax lien certificate is recorded prior to expiration of the right of redemption pursuant to 36 M.R.S. § 944(1) upon a finding by the Selectboard that ownership of the property that is subject to the tax lien mortgage would be contrary to the Town's best interests.

ARTICLE 38: To see if the Town will vote to authorize the Selectboard to sell or otherwise dispose of Town-owned personal property deemed by the Selectboard to be obsolete on such terms and conditions as it deems advisable.

ARTICLE 39: To see if the Town will vote to authorize the Selectboard to appropriate all SAPPI timber select cut revenues at the Town Forest for improvements and maintenance of all Town-owned forested areas and park properties.

ARTICLE 40: To see if the Town will vote to authorize the Selectboard to accept or reject donations of personal property and/or to accept or reject gifts of money to the various accounts of the Town for the ensuing year and to appropriate those monies donated for specific purposes.

ARTICLE 41: To see if the Town will vote to authorize the Selectboard to make final determinations, after notice and hearing, regarding the winter closing of roads in accordance with 23 M.R.S. § 2953(3) and final determinations, after notice and hearing, to annul, alter or modify such orders in accordance with 23 M.R.S. § 2953(4).

RICHMOND SCHOOL DEPARTMENT

Motion to take Articles 42 – 51 as a group to be voted on. Need a 2/3 vote to pass.

ARTICLE 42: To see if the Town will vote to authorize the School Committee to expend **\$3,642,346.81** for Regular Instruction.

ARTICLE 43: To see if the Town will vote to authorize the School Committee to expend **\$1,645,808.82** for Special Education.

ARTICLE 44: To see if the Town will vote to authorize the School Committee to expend **\$291,974.80** for Other Instruction.

ARTICLE 45: To see if the Town will vote to authorize the School Committee to expend **\$1,024,721.16** for Student and Staff Support.

ARTICLE 46: To see if the Town will vote to authorize the School Committee to expend **\$452,419.39** for System Administration.

ARTICLE 47: To see if the Town will vote to authorize the School Committee to expend **\$512,093.56** for School Administration.

ARTICLE 48: To see if the Town will vote to authorize the School Committee to expend **\$517,100.54** for Transportation and Buses.

ARTICLE 49: To see if the Town will vote to authorize the School Committee to expend **\$971,146.27** for Facilities Maintenance.

ARTICLE 50: To see if the Town will vote to authorize the School Committee to expend **\$90,576.55** for All Other Expenditures to include Food Service Support (Recommend \$65,576.55) & Contingency Funds (Recommended \$25,000).

ARTICLE 51: To see if the Town will vote to appropriate **\$5,721,953.66** for the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and to see if the Town will vote to raise **\$2,297,138.66** as the Town's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with 20-A. M. R. S. §15688.

Explanation: The Town's contribution to the total cost of funding public education from pre-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.

Explanation: The Town's contribution to the total cost of funding public education from pre-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 52: ***(Written Ballot Required)*** Shall the Town vote to raise and appropriate **\$3,168,077.58** in additional local funds, which exceeds the State’s Essential Programs and Services allocation model by **\$3,168,077.58** as required to fund the budget recommended by the School Committee?

The School Committee recommends **\$3,168,077.58** for additional local funds and gives the following reasons for exceeding the State’s Essential Program and Services funding model by **\$3,168,077.58**.

Explanation: The additional local funds are those locally raised funds over and above the school administration 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 Town’s budget for educational programs.

Motion to take Articles 53 -- 57 as a group to be voted on. Need a 2/3 vote to pass.

ARTICLE 53: To see if the Town will vote to authorize the School Committee to expend **\$9,148,188.00** for the fiscal year beginning July 1, 2026 and ending June 30, 2027 from the Town’s contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, additional local funds for school purposes under 20-A M.R.S. § 15690, unexpended balances, tuition receipts, local appropriations, state subsidy, school lunch revenues, and other receipts for the support of schools.

School Committee Recommend: **\$9,148,188.00** to fund public education from pre-kindergarten to grade 12 for the fiscal year beginning July 1, 2026, and ending June 30, 2027.

*Explanation: This is a summary article and approves expenditure of the proposed budget of **\$9,148,188.00**. This article authorizes the School Committee to expend the money appropriated in the previous articles, pending successful approval by Written Secret Ballot, plus other revenues. This article summarizes above totals and does not raise any additional money.*

<u>Category</u>	<u>Anticipated Amount</u>
Local Contribution	\$2,297,138.66
Additional Local Funds	\$3,168,077.58
Adjusted State Subsidy	\$2,424,815.00
Carry Forward	\$258,156.76
TOTAL	\$9,148,188.00

ARTICLE 54: 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 purpose, provided that such grants, programs, or other sources do not require the expenditure of other funds not previously appropriated.

ARTICLE 55: To see if the Town will vote to authorize the creation of a Richmond School Department **Program Cost Reserve Account** pursuant to 20-A M.R.S. §1491, to be funded by the ending balance of the School Department's FY2026 general operating funds, for the purpose of funding expenditures associated with Special Education, Regular Instruction, and Student Transportation programs, as defined by the Maine Department of Education, including any costs necessary to support the delivery of these services, and to provide a mechanism to address anticipated and unanticipated cost fluctuations within these program areas.

ARTICLE 56: To see if the Town will vote to appropriate **\$50,000** from unassigned School fund balance to be placed in the Richmond School Department Cost Reserve Account.

ARTICLE 57: To see if the Town will vote to appropriate **\$20,000** from unassigned School fund balance to be placed in the Richmond School Department Projects Reserve Account.

Local Official Elections

ARTICLE 58: To elect by secret ballot the following officials:

- A. Two (2) member of the Selectboard/Assessors/Overseers for three (3) year terms.
- B. Two (2) Budget Committee members for three (3) year terms.
- C. One (1) Richmond Utilities District member for a three (3) year term.
- D. Two (2) Richmond School Committee members for a three (3) year term.

GIVEN UNTO OUR HANDS THIS _____ th day of May, 2026.
Selectboard, Richmond, Maine

Robert C. Bodge, Jr., Chair

Andrew C. Alexander, Vice-Chair

Brian York, Selectboard Member

Matthew Roberge, Selectboard Member

Tracy Tuttle, Selectboard Member

For purposes of **voter registration**, the Town Clerk, serving as Registrar of Voters, has office hours at the Town Office as follows: Monday through Thursday from 7:00 am to 5:00 pm. Please leave a message at the Town Office if other arrangements are required for registration.

If any registered voter of Richmond is **hearing-impaired** and requires the services of someone to sign the meeting in order to allow the voter full participation, please contact the Town Manager as soon as possible so arrangements can be made.

A True copy of the Warrant,

Attest: _____
Jim Chandler, Interim Town Clerk
Town of Richmond, Maine

RETURN ON THE WARRANT

Richmond, Maine

Pursuant to the within warrant to me directed, I have notified and warned the inhabitants of said Town, qualified as herein expressed, to meet at said time and place, and for the purposes therein named, by posting an attested copy of said warrant at the following locations: Exit 43 Quick Stop; Downeast Credit Union; Charlene’s; Richmond Post Office; Tarr Family Feed; Camden National Bank; Town Municipal Building; and the Isaac F. Umberhine Library, being public and conspicuous places in said Town, on the _____ day of _____, 2026, being at least seven days before the meeting.

James Donnell, Constable
Town of Richmond, Maine