

**Town of Mexico  
Referendum Town Meeting Ordinance**

**Section 1) Title**

This ordinance shall be known as the "Town of Mexico Referendum Town Meeting Ordinance."

**Section 2) Purpose**

The purpose of this ordinance is to:

- a) Enhance the annual Town Meeting process by providing a reasonable comprehensive plan for a smooth transition from "Open Town Meeting" to "Referendum Town Meeting."
- b) Clarify, classify, and consolidate the number and make-up of appropriation articles to be voted by referendum ballot.
- c) Provide for the continued funding of existing municipal services, without unnecessary disruption, in the event an appropriation article is not approved.
- d) Reduce the number of articles to be voted on annually by granting to the Municipal Officers the continuing authority to act on routine administrative matters instead of voting on them annually at town meeting.

**Section 3) Authority**

This ordinance is enacted pursuant to the Home Rule authority granted the Town of Mexico pursuant to Article VIII, Part 2, Section 1 of the Constitution of the State of Maine and the laws of the State of Maine, including without limitation Title 30-A, Section 3001.

**Section 4) Appropriation Articles for Referendum Ballot**

All appropriations described in the following categories shall be included on the referendum ballot in a single article, by category, as applicable:

**a) Administration**

- 1. General Government
- 2. Town Officers and Officials Salary
- 3. Town Office Maintenance
- 4. Audit Services
- 5. Elections
- 6. Town Report
- 7. Administration Reserve Funds
  - a. Town Building Renovation and Maintenance Reserve Account  
(All town buildings)
  - b. Computer Reserve Account
  - c. Property Revaluation Reserve Account
  - d. Tax Map Maintenance Reserve

**b) Recreation**

1. Recreation Building
2. Recreation Park
3. Recreation Programs
4. Recreation Reserve Account

**c) Police Department**

1. Police Department
2. Police Capital Equipment Reserve Account

**d) Fire Department**

1. Fire Department
2. Fire Department Reserve Account
3. Emergency Management

**e) Public Safety**

1. Street Lights
2. Fire Protection (Hydrants)

**f) Health & Welfare**

1. Animal Control
2. Med-Care Ambulance Service
3. General Assistance
4. Health Officer

**g) Social Service Agencies**

1. All agency requests for donations from the town

**h) Solid Waste**

1. NORSWB
2. Waste Collection
3. Recycling
4. Spring Clean up

**i) Public Works**

1. Highway Garage
2. Winter Roads
3. Summer Roads
4. Highway Capital Equipment Reserve Account
5. Road Construction and Maintenance Reserve Account

**j) Library**

1. Library

**k) Insurance**

1. General Liability, Bonds, Police Liability, Vehicle, Property, etc.

**l) Debt Service**

1. Fire Truck Loan
2. Highway Equipment Loan

**m) Unclassified/Miscellaneous**

1. Code Enforcement
2. Maine Municipal Association
3. Individual Retirement Accounts
4. Contingent
5. Travel/Training
6. Legal Expenses
7. AVCOG
8. Planning and Appeals Boards
9. Economic Development
  - a. Contingency Grant Reserve

Each appropriation article shall include a recommendation by the Board of Selectmen and the Budget Committee.

**Section 5) Budget funding provision in the event an appropriation article is not approved**

In the event a previously approved appropriation article is not approved, the appropriation for the immediately preceding year shall constitute the appropriation for the following fiscal year. In the event an appropriation article is not approved but it did not appear on the ballot for the immediately preceding year or it was submitted by voter petition, no appropriation shall be deemed to have been made. The Municipal Officers may call up to one additional referendum election in the same fiscal year to vote on appropriation articles that were not approved or that are for a similar purpose. Nothing in this ordinance shall prevent the Board of Selectmen from calling special "Open Town Meetings" during the year as the need may arise from time to time.

**Section 6) Municipal Officers' Administrative Authority**

The Municipal Officers shall be authorized to act on the following administrative matters usually acted on annually at town meeting:

a. To pay interest on tax anticipation notes from any general fund revenue and to pay tax abatements and applicable interest granted during the fiscal year from the overlay account.

b. To authorize the Tax Collector or Treasurer to accept prepayment of taxes prior to the date of commitment to the Tax Collector, pursuant to 36 M.R.S.A. Section 506, and issue a receipt for the same. To also authorize the Tax Collector or Treasurer to establish an eight (8) month payment plan known as the "Mexico Tax Club," under such terms and conditions as the Tax Collector or Treasurer deems are in the best interest of the Town, including, but not limited to, the abatement of interest for all members of the Tax Club

making regular payments in accordance with any rules and regulations for said "Mexico Tax Club" established by the Tax Collector or Treasurer.

c. To establish the dates during the month of October and during the month of March each year when taxes for the fiscal period will be due and payable in two equal installments, and to fix the interest rate to be charged on all taxes unpaid after said dates, and to fix the interest rate to be paid by the town on abated taxes pursuant to 36 M.R.S.A. Section 506-A. The interest rate charged shall not exceed the maximum interest rate authorized each year by the State Treasurer and the interest rate paid shall be fixed at a rate 4% less than the interest rate charged. Interest rates shall be set after review by the budget committee.

d. To allocate to the Mexico Snowmobile Trailblazer Club all snowmobile registration monies received from the State of Maine during each new fiscal year, and to require the club to use said funds for the purpose of maintaining their snowmobile equipment and trails, to be open to the use of the public at all times during snowmobile season, and to enter into an agreement with the Club, under such terms and conditions as the Municipal Officers may deem advisable, for that purpose.

e. To sell by sealed bid any outdated capital equipment, vehicles or machinery not traded, after advertising for two consecutive weeks in the local newspaper. Town owned property with an estimated value less than \$2500.00 may be disposed of by the Municipal Officers under such terms and conditions as they deem advisable.

f. To accept any and all donations, gifts, and State or Federal reimbursements and/or grant monies on behalf of the town and to authorize the expenditure of such monies as may be requested by the donor, or as may be required by the grantee. All State reimbursements and annual allocations shall be estimated each year as part of the towns' overall revenue budget and shall be subtracted from the annual tax commitment to reduce the towns' tax rate.

g. To sell, dispose of, or lease by bid any real estate acquired by the town for non payment of taxes thereon, and to dispose of said property on such terms the Municipal Officers deem advisable after advertising for two consecutive weeks in the local newspaper, and shall issue a quit claim deed for the same.

h. To make final determinations regarding the closing or opening of roads to winter maintenance, pursuant to 23 M.R.S.A. Section 2953.

i. To allocate up to ½ of the cable franchise fees collected each year to the Western Valley Access Channel.

j. To authorize the Treasurer to deposit State of Maine, local road assistance monies received each year into the Road Construction and Maintenance Reserve Account.

**Section 7) Validity and Severability**

Should any section or provision of this ordinance be declared by the courts to be invalid, such decision shall not invalidate any other section or provision of this ordinance.

**Section 8) Effective Date**

The effective date of this ordinance shall be the date of adoption by the legislative body.

**Section 9) Annual "Sunset" Provision**

This ordinance and all of its provisions shall continue and remain in effect until the next annual "Referendum Town Meeting" election. Voters shall be asked the following referendum ballot question: Shall the Town vote to re-enact the "Town of Mexico Referendum Town Meeting Ordinance?" A yes vote continues "Referendum Town Meeting" for the next fiscal year. A no vote returns the town to the "Open Town Meeting" format.

\*\*Enacted November 7, 2006

\*\*Amendments adopted June 9, 2015

Attested: *Penny S. Duguay*  
Penny S. Duguay, Town Clerk