

Perry – Pembroke - Charlotte

Cooperative Municipal
Administration?

It is up to you - the voter.

A proposal...

Goal of Initiative

- Improve service delivery through consolidation of administrative services among the 3 towns
- Continuity of service
- Use training budgets and resources efficiently
- Relieve burden on volunteer Boards
- Reduce liability

How funded –

This year:

- Maine Municipal Bond Bank (MMBB)
Credit Quality Improvement Grant
 - First time initiative of MMBB
 - \$1,000,000 available
 - ~\$340,000 granted statewide in June '07
- \$25,000/each town from MMBB grant

...future tax revenues from the 3 towns.

Why cooperate – why now?

- Increasing complexity of local government
- Increasing burden on volunteers
- Several Selectmen have served for many years and are seeking to retire
- Several public servants are seeking or nearing retirement – willing to assist in transition
- Selectmen in all 3 towns working cooperatively for 2 years to learn from other towns

How do we cooperate now?

- Schools (teachers, staff, budget)
- Shared Town Clerk and Tax Collector
- Shared Assessors Agent and Assessing software (TRIO)
- 2 years of Selectmen's work to date
- Dog kennel
- Fire Department
- Solid Waste
- Highway Equipment and some maintenance

Why not continue as before...

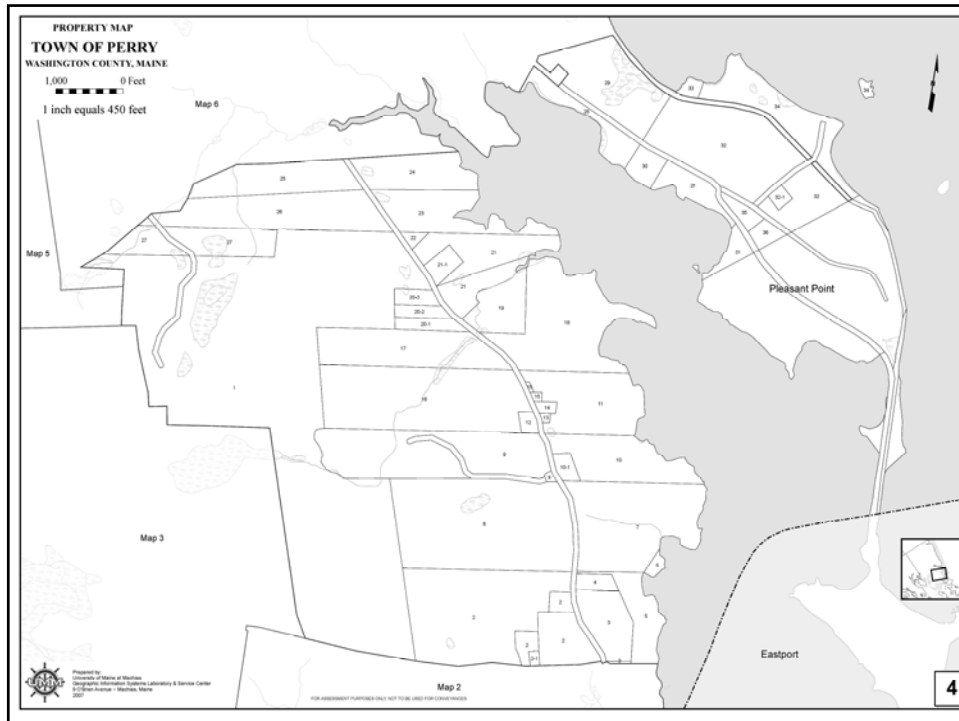
- Service is limited
- Public services from private homes – LIABILITY, insecure records storage
- Demands are increasing; steep learning curves; expensive & time consuming training
- Compliance with changing regulations; need for constant training or we end up "flying by the seat of our pants"
- Watching the town's wallet when State proposes to take revenues

Anticipated Benefits

- Better access to services
- Convenience of longer hours
- Reduce town liability
- Continue to attract/retain qualified professional staff
 - Improve compensation to employees
 - Cross training of employees
- Efficient use of public facilities
- Model for other towns
- Support to (and retention of) Select Board members
- Capacity to serve other towns in the region to offset costs
 - *Cooper, Dennysville and Meddybemps have expressed an interest*

What have we done so far?

- Town web sites (www.charlottemaine.org – www.pembrokemaine.org – www.perrymaine.org)
- Digitize parcel maps and link them to assessment information
- Education/outreach to voters to inform decision to change form of government
- Align Fiscal Years of all 3 towns
(decided in Perry, pending in Charlotte)



What is in the works?

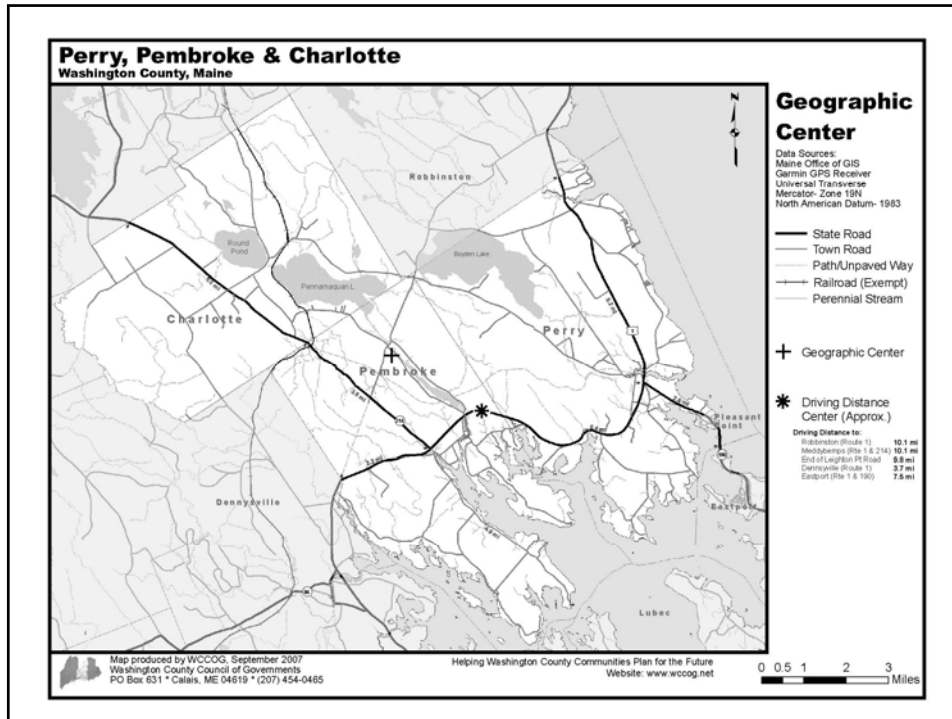
- **Find suitable office space**
(several alternatives being explored in Pembroke - handout)
- **If/when towns vote to move forward at March '08 Town meetings**
 - Finalize inter-local agreement for decision making
 - Develop job descriptions for professional staff
 - Purchase office equipment and computers
 - Hire professional staff

Who Decides What...When?

- All 3 towns decide whether to change the offices of Clerk, Tax Collector and Treasurer *from elected to appointed*
- Decision must be made by Town Meeting vote at least 90 days before the Annual Town Meeting at which the change will take effect
- March '08 Town meetings for vote and July '08 before change would take effect

If 3 towns approve the change...then what?

- Secure a centrally located building – rental/renovate/build new – for shared staff.
- Purchase of computers and office equipment (in MMBB budget)
- Request a CDBG grant for a community center in Pembroke with the local match requirement used to construct municipal office facilities.



Building options

“the ideal” – central, 3 offices, public window and waiting/reading area for research, secure storage, direct access from Route 1; power; handicapped accessible; 2 acres minimum; if also a community center - 50 car parking area

Considered to date:

- VFW Hall
- Johnson's Plumbing
- One Cow Farm
- New construction on donated land
- Maine DOT building
- Rental – temporary or permanent

How are staff hired?

- Under an Inter-Local Agreement a committee of the 3 Select Boards hires professional staff to fill the 3 positions:
 - **Admin. Assistant/ Deputy Treasurer/ Deputy Clerk**
 - **Tax Collector/ Town Clerk**
 - **Treasurer/ Information Manager/ Deputy Tax Collector**

Inter-local agreement

- Ready for July-August '08 operations
- Being drafted – models (MMA, Aroostook County)
- Weight by population?
- 1 vote/town after each town decides
- Input from 3 public meetings
- Final draft Feb 6 meeting

What will it cost going forward?

Range for New Staff + rent or buy/build:

Charlotte	\$22,906 – \$23,806 - \$29,156
Perry	\$51,145 – \$54,145 - \$64,945
Pembroke	\$ 34,056 – \$37,056 - \$47,856

Additional tax on \$50,000 property:

Charlotte	\$ 64 - \$66 - \$81
Perry	\$ 30 - \$31 – \$38
Pembroke	\$ 68 - \$71 - \$81

Questions...

comments...

reactions?