

Filing No. 2026-01

CERTIFICATION OF OFFICIAL TEXT TO AMEND AN ORDINANCE
BY THE BOARD OF SELECTPERSONS
OF THE TOWN OF RUMFORD
[30-A M.R.S. § 3002(2)]

CHAPTER 23
FINANCE AND BUDGET

To: BETH BELLEGARDE, *Town Clerk*:

We hereby certify to you that the document to which we have affixed this certificate is a true copy of the official text for the amendment of an ordinance entitled “FINANCE AND BUDGET” approved by the Board of Selectpersons and which is to be presented to the voters for their consideration on June 9, 2026.

Pursuant to 30-A M.R.S. § 3002(2), you will retain this copy of the complete text of the amended ordinance as a public record and make other copies available for distribution to the voters, and you will ensure that copies are available at the Town Meeting/Polling Places on the day of the vote.

Dated: April 2, 2026

BOARD OF SELECTPERSONS OF THE TOWN OF RUMFORD

CHRISTOPHER BRENNICK, Chair

FRANK DICONZO, Vice-Chair

JAMES THERIAULT, Selectperson

JOHN PEPIN, SR., Selectperson

KEVIN CAPPONI, Selectperson

Chapter 23. Finance and Budget

ARTICLE I

FinanceBudget Committee

§ 23-1. Power and duties.

It shall be the duty of the FinanceBudget Committee to make definite recommendations to the voters at every annual and special meeting relative to all articles in the warrant for such meeting involving the appropriation and expenditure of moneys. The Budget Committee shall also serve in the capacity of a financial planning agency for the Town. All meetings of the FinanceBudget Committee shall be open to the public and such public notice shall be given by the Chairperson as the Budget Committee shall determine.

§ 23-2. Meetings.

Meetings of the FinanceBudget Committee will be called by the Chairperson as needed, in addition to the Organization Meeting (per Town Charter Article XIV, Section 3) and budget meetings outlined in § 23-4 below.

§ 23-3. Special meetings.

Special meetings, as required, shall be called in a manner provided by the Town Charter (Article XIV, Section 4).

§ 23-4. Budget meetings.

Upon receipt of the budget for the ensuing fiscal year from the Town Manager, the Budget Committee shall hold as many budget meetings as are required to complete its budgetary work and submit its final recommendations at least 60 days prior to the Secret Ballot Election to the Town Manager to give reasonable time for absentee ballots to be prepared. The Budget Committee shall hold as many public meetings as it may require.

§ 23-5. Hearings on warrant.

The Budget Committee shall hold a public hearing to consider and hear comment on the articles for the warrant for the next Annual Town Meeting.

§ 23-6. Public planning meetings.

The Budget Committee may hold public planning meetings to discuss and hear comment on municipal planning and future programs.

ARTICLE II
Financial Procedures

§ 23-7. Income receipts.

All money collected by the Town shall be paid by the receiving agency to the Town's Clerk-Treasurer. The Clerk-Treasurer shall deposit such funds into the appropriate Town account as designated by the Board of Selectpersons.

§ 23-8. Use of receipts.

Funds received by the Town shall be used as directed by the Town's current budget and/or the Board of Selectpersons in its capacity as agent for the Town's people.

§ 23-9. Remittance of Tax Collector.

All money received by the Tax Collector shall be delivered to the Town Clerk-Treasurer and identified by title (e.g., taxes receivable or tax liens) and year of assessment.

§ 23-10. Extension of credit.

No officer or agent of the Town shall extend credit for material furnished or services rendered to individuals, groups, or corporations without the prior consent of the Board of Selectpersons. The Board of Selectpersons is responsible for taking all reasonable precautions to ensure that the Town is reimbursed for all goods and/or services.

§ 23-11. Private use of equipment.

No equipment, materials, or service of the Town shall be made available without the direct approval of the Board of Selectpersons or the Town Manager.

§ 23-12. Funds with designated uses.

All funds designated for special purposes or projects by a vote of the Town, by agreement, or by law shall be accounted for separately and safeguarded in order to ensure that they are used as designated. These funds shall be invested as directed by the Board of Selectpersons, with the advice of the Finance Budget Committee, and in a manner consistent with the laws and regulations of the State of Maine.

§ 23-13. Overdrafts and surpluses.

- A. It is the duty of all municipal officers and staff to comply with the laws of the State of Maine and to refrain from exceeding their approved budget without appropriate approval of the Town Manager and the Board of Selectpersons.
- B. Any deficit that does occur must be properly accounted in accordance with generally accepted accounting principles.
- C. In the event of unavoidable expenditures that will exceed the budgeted amount, the Board of Selectpersons may seek to cover the overdraft from within the department, so long as the department's budget is not exceeded, or the Board shall call a Special Town Meeting to seek further appropriations.
- D. In the event that expenditures for any account do not exceed the amount budgeted for them, the Board of Selectpersons shall either lapse the excess to undesignated fund balance (also known as "surplus") or designate the balance to be carried forward.

§ 23-14. Trust funds.

The Board of Selectpersons, acting with the advice of the Finance Budget Committee, is authorized to accept funds to be held in trust and used as is customary for such funds or as directed by the trust documents.

§ 23-15. Monies received from cable television franchise agreement.

Monies received from the cable television franchise agreement shall be paid to

the Town Clerk-Treasurer, to be disbursed as follows: 2/3 of the total to be allocated for cable access programming use and 1/3 of the total by vote of the Board of Selectpersons. In the event of a surplus at the end of the fiscal year, it shall be transferred to the undesignated fund balance.

ARTICLE III Budget

§ 23-16. Preparation of material.

During the first week of February, annually, tentative budget programs for the ensuing fiscal year shall be prepared by department heads requiring funds from general and special appropriations of the Town and submitted to the Town Manager. The Town Manager shall prepare the budget requests and present them to the FinanceBudget Committee and schedule appropriate hearings.

§ 23-17. Form of budget.

The FinanceBudget Committee shall have the right to prescribe the form in which the budgets are submitted and shall also have the right, after receiving such budgets, to request additional information concerning the same, which information shall be promptly and accurately provided.

§ 23-18. Presence at hearings.

The FinanceBudget Committee shall have the right to request the presence of Town officials, members of boards, department heads and other persons who assisted in preparing budget material at scheduled public hearings or executive sessions of the Budget Committee for the purpose of participating in discussions relative to the same, and such requests shall be complied with.

§ 23-19. Town Manager to coordinate.

It shall be the duty of the Town Manager to coordinate the budget operations established by the provisions of this article and to see that all budget material, as herein provided, is timely submitted.

ARTICLE IV
Capital Improvements

§ 23-20. Appropriation.

The capital improvement needs of the Town shall be appropriated annually in a capital improvement appropriation, separate from each departmental budget.

§ 23-21. Capital improvement fund.

All appropriations for capital improvement needs shall be placed in a capital improvement fund and shall be used to purchase equipment and improve buildings and property of the Town according to the goals outlined in a five-year capital improvement plan. The five-year capital plan shall be updated each year by the Board of Selectpersons and shall be submitted to the FinanceBudget Committee for review at its public planning meetings held according to § 23-6 of Article I of this chapter.

§ 23-22. Amendments to capital plan.

The FinanceBudget Committee may recommend amendments on any portion of the capital plan to the appropriate departmental authority for its review prior to making a final recommendation on funding levels required by the plan.

ARTICLE V
Permanent Road Improvement Fund

§ 23-23. Appropriation; street improvement program.

Each year, \$500,000 shall be taken from excise tax receipts and placed in the Permanent Road Improvement Fund. The Board of Selectpersons shall advise at each Annual Town Meeting the proposed permanent street improvement program for the ensuing year and the cost figure of the same.