

**MINUTES  
EXECUTIVE COMMITTEE**

**SOUTHERN MAINE REGIONAL PLANNING COMMISSION**

**9:00 AM  
November 12, 2009**

**In attendance were:** SMRPC Executive Director Paul Schumacher, Chairman Peter Morelli, Vice Chairman Robert Heard, Treasurer Richard Bicknell, Mike Huston, Roxanne Eflin, Jan Williams, Judy Bernstein, Ken Burford, Jim Gulnac, Gerry Mylroie, Dave Bowles and Chuck Morgan ED Director.

**Absent:** Secretary Joyce Wood, Nancy Perkins, and Greg Tansley

Introduction was made for Dave Bowles and Gerry Mylroie.

**1. Minutes of the August 27<sup>th</sup> Meeting**

Mike Huston made the motion to accept minutes of August 27<sup>th</sup> as written and Roxanne Eflin seconded. *Minutes were unanimously approved.*

**2. Treasurer's Report:**

Paul Schumacher explained that because of the Brownfield loans, it places us in a higher level of auditing and the audit will cost more usual, but we can pay with Brownfields' monies. Mike Huston made the motion to accept Septembers and October's Treasurer's Reports and seconded by Rob Heard. *Treasurer's Report was unanimously approved.*

**3. Brownfields Update:**

- Ole Woolen Mill Project in North Berwick. Channel 6 did a nice story about the project. Being rented now as affordable housing for elderly.
- River Dam in Biddeford – Almost completed. Paving needs to be done.
- Sanford Mill Project – SMRPC's portion is done.
- Stenton Trust Mill in Sanford was auctioned off Monday. Possible RLF in the future.

Assessment Program – Petroleum (for the private sector as well as business)

- Current: Kennebunk – Possible CN Brown site downtown.
- Kittery - Frisbee – removal of tank. Completed
- York Water District – Old towing operation. Property purchased and water district wants to reuse for summer housing for Mt. A area.
- Prime Tanning – Berwick. A vacant twelve acre parcel in middle of town. Assessment of entire site is needed. Prime wants to piece parcel off. They believe site is clean. Berwick wants part of site for a parking lot and possible

future municipal building later. We have \$\$ available to do Phase I and then maybe project may move ahead.

Hazardous Substance Program – lead paint, asbestos,

- St. Michael's Church – South Berwick - Create a new library downtown..
- Lots of schools being closed and are eligible sites if owned by towns.

A Coalition Assessment Grant has been submitted. Deadline of October 16<sup>th</sup>. Submitted jointly with Biddeford/Saco/SMRPC to receive more money. Should hear if granted this spring.

Training Grants. A job training grant to train people on how to do the cleanup of sites. SMRPC should look into. Paul and Chuck to look into while in New Orleans at the Brownfields Conference. EPA also suggested we look into it.

Chuck/Paul to make up a tally sheet with project name and project completion percentage. Could be used as a marketing piece.

SMRPC should host a daylong conference in the Spring to educate people of the process to apply for grants thru EPA. Maybe offer tours of our projects. Have promotional materials/brochures available. EPA approved to put some \$\$\$ into this.

#### **4. County Budget/Local Dues**

Lengthy discussion about town and county dues being increased by 3%, 5% or 15% or remain the same. It has been 3 years since the last increase in dues. Paul explained that SMRPC was in need of a new computer server system, a new plotter and a new copier. Last year, we received 100% payment from local towns and county on our dues requests. York County Budget Committee has not met yet to discuss this year's budget amounts. Maybe we should increase our fee-based service amounts to market rates instead of increasing dues. Our fees are much lower than a private firm. Paul to report a fee structure of Planning & Site Review Services and costs. These costs are passed along to the developers anyway.

- Paul to check out dues and service charges from other regional planning commissions.
- Paul to draft letter notifying towns and county of increase of dues and services. Put a dollar value on it.
- Paul to draft a letter advising town's of how to recover their costs, if we go up on dues.

Dave Bowles advised Committee that the first County budget meeting will be next Thursday. Budget Committee should report back within 60 days. Budget should be in place by 1<sup>st</sup> of the year. A motion was made by Ken Burford to increase by 5% and seconded by Mike Huston. The motion was defeated. The motion was

amended to increase dues by 3% and was approved. All in favor with three abstained.

**5. York County Advocacy Project**

Discussion ensued as to what Paul's actual role was to this group. A goal is to have Paul to go to Augusta and represent York County. SMRPC dues cannot be used to support a lobbyist. We should be present in Augusta when issues come up. Paul should manage flow through of monies that towns pay. The Committee should support all of Paul's time to do this work. Paul stated that if SMRPC was to send letter to Towns for their contribution to this project, the towns would think fees would be for us. The original motion made by Jim Gulnac to encourage the Executive Director to participate with caution and amended to include that any other options or decisions should be brought back to the Board. *Unanimous*. David Bowes *Opposed* as he could not support SMRPC in anyway except to attend meetings.

**6. Energy Projects**

Request for Funding for 6 towns in York County. Kittery, SMRPC to work with Biddeford Economic Development. Five percent chance to be funded.

The Anderson Learning Center was awarded \$90,000 for upgrades. Well worth the effort.

County Energy – We will help administer funds. Dollars have been given to do Energy projects to County buildings (EMA – new roof, insulation).

Applications are due Wednesday. \$10k – \$25k. Very competitive grant program.

Next meeting – December 10, 2009

Discuss:

- Health Insurance Rates – Increased by 8%
- Salaries – Will be less than 2 years ago.