

**MINUTES
EXECUTIVE COMMITTEE**

SOUTHERN MAINE REGIONAL PLANNING COMMISSION

**9:00 AM
April 28, 2010**

In attendance were: SMRPC Executive Director Paul Schumacher, Chairman Peter Morelli, Vice Chairman Rob Heard, Treasurer Richard Bicknell, Secretary, Joyce Wood, Mike Huston, Jan Williams, Dave Bowles and Judy Bernstein.

Absent: Nancy Perkins, Greg Tansley, Ken Burford, Gerry Mylroie, Roxanne Eflin, and Jim Gulnac.

Paul made the introduction of Brian Doyle to the committee. Brian has worked with the State's DECD in Economic Development and is now contracted part-time with GPCOG and SMRPC until the end of June.

- 1. Minutes of the March 18th Meeting**
Mike Huston made the motion to accept the minutes as presented and Jan Williams seconded. *Minutes were unanimously approved.*
- 2. Treasurer's Report:**
Motion was made by Mike Huston to accept the Treasurer's Report and seconded by Joyce Wood. *Treasurer's Report was unanimously approved.*
- 3. Brownfields Application:**

An original motion was made by Mike Huston and seconded by David Bowles and later withdrawn that the committee approve a grant in the amount of \$160,000 to the Town of Kennebunk for use in mediation of a Mobile Gas station currently owned by C. N. Brown on Main Street contingent upon voter approval of the purchase of this at the June 2010 elections, and contingent upon the contracts being set for the remedial work being done no later than August 15, 2010. In the event, they do not approve this in June 2010, this grant will lapse automatically, and there will be one opportunity for the town to come in and ask for a brief extension, in the event it was necessary.

Barry Tibbetts, Kennebunk Town Manager and Peter Sherr, Ransom Environmental Consultants made the presentation for a \$160,000 sub-grant for petroleum contamination removal on the Mobile Gas site in Kennebunk.

Mr. Tibbetts explained that Kennebunk was in the process of revitalizing Kennebunk's downtown business district, a \$2.4 million dollar project and this site is located in the middle of the project.

The original gas station opened sometimes in 1935 as a full-service with gas pumps. C.N. Brown purchased the business in 1992 for about \$507,000 and closed it over a year ago. Kennebunk wants to purchase the property and develop it into either an Art/Culture, park, retail space or even extend the existing farmer's market located behind it. Ransom did not find an over abundance of contamination, but did find a substantial amount of ground water contamination. The back lot, presently owned by Kennebunk, was assessed and very little contaminated ground water was discovered. It is felt that the project would require digging 4 to 5 feet down to eliminate the contaminated soil.

EPA feels this is a very good project for this funding. It is a viable project contingent on Town's approval to purchase.

There was lots of discussion about the timeframe needed to get voter's approval for ownership, securing contracts and starting project without holding up the funds for a long period of time. Paul explained the sub-grant agreement addresses deadlines and we have the ability to pull back on funding if too lengthy. It was agreed that if the project was making good progress in mid summer, that the committee will vote to extend the timeline if needed.

With request of date being moved to September 1st being denied and explanation to Mr. Tibbetts that the building did not have to be torn down by August 15th, and brief description of public notices, and short-time table in place, the original motion was withdrawn and amended **by Mike Huston and seconded by Joyce Wood that the committee approve a grant in the amount of \$160,000 to the Town of Kennebunk for use in remediation of a Mobile Gas station currently owned by C. N. Brown on Main Street. Approve this grant subject to the referendum and authorize the Executive Director of SMRPC & Chuck Morgan to enter into an agreement with a reasonable timetable that the Executive Director will apprise the Board of Directors of that timetable. The timetable shall not exceed October 1st, 2010 for full contracting.** *Unanimously approved with Judy abstaining.*

It was asked how long our funds were available and Chuck Morgan told the committee that our RLF contract ends in 2014.

4. Billing Rates:

Paul handed out an actual costs sheet. Discussion was about billing at higher rates and then giving town's a 10 to 15% discount, giving towns more for their dues. If amount was passed onto developer, then we could bill at the higher rate. Some felt that a fee schedule with increase yearly would be acceptable. Maybe Paul should negotiate with towns as he pleases.

A motion was made by Mike Huston to approve the Senior rate of \$75.00 and the Junior rate of \$65.00 per hour and seconded by Jan Williams. Unanimously approved with Dick abstaining.

5. 2010/2011 Budget

Paul explained that SMRPC needed to hire another part-time person as Jamie was only part-time status due to medical issues.

Paul explained the DECD Contract covering Brian Doyle's position until July 1st. The contract for \$75,000 is being divided with GPCOG to cover Brian's part-time position.

The 3% raise was discussed with suggestions of possible one time bonus instead of a long-term salary increase. It was decided that to give an employee a 1 ½ % increase per year, as it has been 2 years since a raise was not unreasonable. Paul explained that staff's salary was not at market presently.

Motion was made by Joyce Wood to authorize a 3% raise to SMRPC staff and seconded by Judy Bernstein. Unanimously approved.

6. EDD Update

Paul announced that the plans are moving ahead. There is a meeting for May 6th with Frank O'Hara. He will present policy as to why we should reconstruct the districts. The plan is for the districts to be the same as the Planning Districts. This has been the works for over 3 years now.

7. Annual Meeting

June 9th at 5:30 PM at the Sanford Town Club. Habib Dagher unfortunately cannot do presentation and Paul asked for suggestions. It appears Wind Power may still be the topic of discussion. Paul will contact Angus to see if he can present. Other topics were: CMP Transmission Line, Solar Panels with Kurt from Shapleigh.

8. Board Nominations

A sheet was handed out with the names and duties of present members. Paul asked if anybody wanted to change for the upcoming budget year. Paul will contact Greg Tansley to see if he wants to continue on the board.

9. Other

Paul informed the committee that SMRPC had applied for a \$1 million Coalition Grant, but did not get it. Prime Tanning in Berwick and West Point in Biddeford could have used this funding.

Doug Sanford may need some more money for the Pepperell Mill in Biddeford to tear down some buildings.

EPA granted clean-up grants to Saco (\$200,000), Robinson Mill, Parsonsfield (\$400,000) and Sanford Mill (\$200,000).

Paul was asked to investigate the rules for Revolving Loan monies. Can we turn it into Assessment monies?

Energy Loan Program is in legislation that will allow city/towns to set-up their own energy loans to private property owners. Some funding will go to Maine State Housing for low income. Repayment amounts will be added to their property taxes and transferred to new owners when sold. SMRPC may be helping towns set-up this loan program. The \$30 Million Grant comes from stimulus dollars.

Dave Bowles spoke about the \$280,000 restored monies that went to legislation last month to recoup jail money. The bill failed.

Next meeting – May 20th