

**MINUTES
EXECUTIVE COMMITTEE**

SOUTHERN MAINE REGIONAL PLANNING COMMISSION

**9:00 AM
April 28, 2011**

In attendance were: SMRPC Executive Director Paul Schumacher, Chairman Peter Morelli, Vice Chairman Rob Heard, Secretary Joyce Wood, Jim Gulnac, Gerry Mylroie, and Dave Bowles. Chuck Morgan was also present.

Absent: Judy Bernstein, Roxanne Eflin, Nancy Perkins, Greg Tansley, and Jan Williams.

Quorum was not available, so action was not taken on votes.

1. Minutes of the January 20th Meeting:

As quorum was not present, no vote was made. Minutes will be presented at next meeting.

2. Treasurer's Report:

To be presented at next meeting, as quorum not present.

3. Brownfields:

Waiting for EPA Grant and Supplement to Site Specific Grant. We are out of Assessment monies and need additional funding.

Have a RLF/Grant request from Hilton Gardens by the Sea – Casco Bay. Bought a closed school and wants to do something with it. Facility has lead paint/Hazardous issues. Municipality has to be within school district and have possession to get the grant. Ownership going from municipality to non-profit back to municipality. Before the municipality purchases, we need to do a Phase I Assessment.

Presently, we have about \$400,000 in Clean-up Grants.

The Berwick Elementary School project into affordable housing. Some lead and asphalt/PCP contamination. Asking for \$50,000, but being such a small amount and how involved the loan process is, would not be feasible for less than \$100,000. Suggested that for smaller amounts, we could do in-house via e-mail and using our own attorney. Would move quicker. ***Paul to write up a procedure with risk factor and present at next committee meeting.*** Start out with small procedure and change to larger if needed.

EDD Status – The information is still on Alan Brigham’s desk waiting for his recommendation on area map change. If the district was divided into two, separating us from GPCOG, it would help us get more Economic Development funds. The past and new Governor have both signed a letter of support. Oxford County will be part of the new area. All six Economic Developments have agreed with the area map change. Jim Gulnac agreed to speak with EPA people about this.

4. Board Members:

Paul suggested that we setup a Nominating Committee to find new committee members to meet bylaw requirements. We are down by four. Committee should have fifteen members. This past year, we lost Dick Bicknell, Mike Huston and Ken Burford. Each town should appoint a member to the General Assembly; we draw from those members to the Executive Committee. It was suggested that we revise the General Assembly Member list. Dave Bowles and Rob Heard to assist Paul with finding new members to the board. Ann Fisher, a reporter was suggested. Paul will contact her to see if there is interest.

Peter Morelli asked the committee to begin thinking of a new Chairperson, as he no longer wants to hold the seat.

5. Annual Meeting:

Originally scheduled for June 15th, but asked to change to June 22nd. Looking for a presentation. Suggestions: Have Mark Green, MMA President do the Welcoming. Chris Hall? Rick McCarthy, YC Advocacy Group? Legislative Review as topic?

6. Budget:

Will be presented at next meeting for approval. Budget is very conservative. About \$40,000 – \$50,000 less than last year.

- Transportation – Solid
- Economic Development – Should get another grant
- CDBG – Some technical assistant help
- DECD position – Business Development person – still there
- Land Use – Very slow. Got money back from SPO. We have Regional Planning Agency support for maintaining a Grant Program
- Climate Change/Sea Level Rise – Still ongoing through SPO
- Ogunquit Comprehensive Plan – Still may receive
- Energy – Helping County jail turn into EMA office space.
- Increase staff salary by 3%.

7. HUD Sustainable Communities Project:

Gerry Mylroie reported on this project. Application has been filed. There has been little communication from GPCOG. Election of two co-chairs: Gerry and the Town Manager from Standish. Who was unable to attend. Bylaws approved. Need to find a Vice Co-Chair.

HUD Grant to update or create a Comprehensive Plan linking to Portland areas. Citizens engaged in this as well. Development Growth Plan critical for Federal EPA/Transportation funding in Region. Need a Vice-Chair from the KACTS Region (county, non-profit, etc.) from Turnpike – South.

Cumberland County very involved. Need participation from Sanford and Jim Gulnac to act as contact person. Suggested that Brad Littlefield be contacted, as he would be a good support person. Jim Gulnac will speak with Mark Green, Sanford Town Administrator. Suggested that the Brownfields data and Corridor Project studies, which are already done, be used to avoid duplication.

8. York County Advocacy Project:

Other:

Paul explained that the present bylaws require quorum to be at least seven people, no matter how many members are on the board. It was suggested that the committee review the bylaws and establish an elective way to approve minutes via phone.

April is American City Quality month. City Planning Directors raise public awareness of our city areas on Planning Development and actions.

Dave Bowles took a tour of the jail renovations. Additional office space will be available to others who work with the County for a small fee. A Grant from EMA Feds was secured. Phase I – Started with contractors on site.

York County has a new EMA Director Kimberley White-Kaiser who will be replacing Bob Bohlmann as he retires after 17 years of service. She started May 1st.

Next Meeting: May 26, 2011