

**MINUTES
EXECUTIVE COMMITTEE**

SOUTHERN MAINE REGIONAL PLANNING COMMISSION

**9:00 AM
January 20, 2011**

In attendance were: SMRPC Executive Director Paul Schumacher, Secretary Joyce Wood, Gerry Mylroie, Mike Huston, Dave Bowles, Judy Bernstein, and Paul Levesque. Roxanne Eflin was present via telephone. JT Lockman and Chuck Morgan were also present.

Absent: Chairman Peter Morelli, Vice Chairman Rob Heard, Nancy Perkins, Greg Tansley, and Jan Williams.

Because the Chairman and Vice Chairman were not present, all were in agreement that Paul Schumacher should run the meeting.

1. Minutes of the October 28th Meeting

Mike Huston made the motion to accept the minutes as presented and Gerry Mylroie seconded. Minutes were unanimously approved.

Following meeting, Gerry requested a change to the last page, last paragraph as follows:

It was suggested that SMRPC staff create a Regional Plan like the last one in 1992 combining programs/projects so that we are all working on the same goals during the planning stages. SMRPC has an opportunity to plan a major role/key element with grants and try to get them to work together. **Need to focus on plan implementation:** formalize the process, prioritize and document. Gerry Mylroie and Paul to work together and present a plan.

2. Treasurer's Report:

Motion was made by Mike Huston to accept the Treasurer's Report and seconded by Gerry Mylroie. Treasurer's Report was unanimously approved.

Paul Schumacher explained that revenue showed high because some towns had already paid their dues.

Paul to check to see if the payroll tax breaks were for employees or employer. If employer break; we should set aside the savings and use for increased Health Insurance costs. Paul will check with Peg on this and advise at next meeting.

3. Update from Economic Development and Land Use Planning Staff on Projects and Funding

SPO Funding - JT Lockman told the Board that SPO had discontinued fund for the Land Use side with SMRPC. The lost of funding was about \$36,000. Brad Moulton from Ogunquit and Dawn Hill, Appropriations are asking questions of SPO. The funds were used for a variety of projects, some of which are:

- 1) publication of our newsletter,
- 2) free classes of about 150 planning board, ZBA and Codes Enforcement Officer members,
- 3) about \$8,000 to \$10,000 for Pop-in Technical Assistance. When towns call for information such as wind power, etc., JT would get information together and mail out.

As the SPO funds were matched with about \$23,000, he can still do some tech assistance, but would have to work faster and maybe send out newsletters less often and have fewer classes or charge for classes. Joyce Wood suggested that a letter go out to towns informing them that we may have to charge more often for services, especially our training sessions. Maybe we could charge \$10 to \$15.00 per participant for classes.

Old Orchard Comp Plan - Gary Lamb, OOB's Planner has left for a job in Greenville. OOB has decided to do the comprehensive plan in-house. This project would have brought in \$35,000 - \$40,000.

The Sea Level funds for Biddeford, OOB & Saco are not in jeopardy. JT continues working on projects of flooding and making maps to show increased sea level rise. If SPO dissolves, then where would the Feds send the monies for the Sea Level Project. Very sure they would not sent money directly to SMRPC.

EDD Status – Paul met with EDD to make the case to use our realignment proposal as a model, as it works. NADO, Head of EDA, and towns are fully in support of the realignment. Presently still in Alan Brigham's office waiting for his recommendation letter.

4. Brownfields Update:

Chuck Morgan discussed Economic Development Issues, including Brownfields Update and Business Development. Chuck discussed the breakdown chart on page 2 of Agenda. Doug Sanford's two loans have been closed out and the third will be closed in a few weeks. His housing project is 80% rented. The Parsonsfield Mill Project got \$200thousand for hazard

cleanup from EPA, but there may be some petroleum cleanup needed (oil tank/boiler) and it will be harder for Parsonsfield to amend the EPA grant, so we are waiting to see if they want to apply. We can give up to 50% for petroleum, should hear soon. Parsonsfield is in process of hiring a consultant to do cleanup now.

Dave Bowles asked about the life of the contracts and Chuck told him it was 5 years, and each time we were approved a new contract, the funds were blended and a new date began. The last was started in 2009. When asked about closeouts, Chuck explained that the application was amended, that we could keep income and recapture monies with a plan.

The application deadline for Supplemental Funds is February 17th and an application will be submitted. SMRPC's biggest problem is that we have no assessment monies to work with.

Business Development – Chuck was trained to provide BDS services for Maine. Referrals needed from municipalities and companies for labor force. Chuck working with Dept. of Labor and the Career Center. If they work within program, they get a tax benefit.

5. Energy Project with Kittery and six Towns:

SMRPC to act as an RLF provider and administrator of this \$500,000 weatherization Program grant. Meeting tomorrow. The Maine banks do not want to handle it. After meeting, I will let you know what transpired.

6. York County Advocacy Project:

Maine Tomorrow's Consultant is now working as an Eaton-Peabody employee. The meetings are going very well. Brad Moulton, Don Hill and Sen Courtney filed a bill about economic development issues at the County level, such as Jail Funding. JT to e-mail board members a list of Environment and Land Use Planning Bills currently being presented in legislature.

7. Other:

County Budget Update: Paul informed the committee that SMRPC's \$26,000 budget was approved at last night's County Budget meeting. The Budget Committee believed that they were mandated by State law to fund SMRPC and he had to inform them differently. It was determined that if the County did not fund SMRPC, then the County would be obligated to do the work that we do. Dave Bowles suggested there was confusion in the County's role in supporting SMRPC, and suggested that SMRPC break contributions from the

County and put in a budget amount and bill them for services. He feels every year's delay and question of funding approval was an accounting issue.

Paul announced that we are starting a new project with the County Sheriff's Office doing GIS mapping and data input of break-in patterns.

Paul apologized about his letter to the County making statements about other agencies, which looked like he was supporting them. It was just a personal point of view.

Roxanne Eflin spoke about the **Commission for Maine's Future Program**. A \$3.5 million 1/1 match (cash or in-kind). Roxanne sits on the Steering Committee. Timeline for rule making process is January or February. Applications back by April. Downtown Revitalization Master Plan, not a Comprehensive Plan. \$50,000 to \$400,000 Grant ranges. Used for construction, as well as planning. Grant monies can be used to do the project.

Downtown Institute – 1st meeting tomorrow. Check website www.MBF.org to view life at 8:30. Forward and send to others.

March 3rd is **Downtown Day** in Augusta. Stimulate good economic development for towns.

York County Transportation Study – Paul Levesque told the committee that it was in the early stages of development. Want a spur from Springvale/Acton area to Spaulding and South to Dover. Public meeting tonight at Sanford Town Hall. Want to provide an East/West link. Sanford needs faster access to turnpike for growth.

HUD Grant: Gerry Mylroie discussed the joint partnership of SMRPC and GPCOG for application of a \$1.6 Million Grant. Gerry would like to have the support and nomination of the Committee to serve as Co-Chair.

Meeting Adjourned at 11:00.