

**REGIONAL EFFICIENCY GRANT WORKGROUP  
MEETING MINUTES  
SOUTH BERWICK TOWN MANAGER'S OFFICE  
Thursday, January 25, 2007  
3:00 PM**

**ATTENDEES**

**Berwick:** Keith Trefethen, Town Manager  
**Eliot:** Dan Blanchette, Administrative Assistant to the Selectmen  
**Kittery:** Jonathan Carter, Town Manager and Glenn Shwaery, Town Council  
Chairman  
**North Berwick:** Dwayne Morin, Town Manager  
**So. Berwick:** Jeffrey Grossman, Town Manager, Dennis Fontaine, Alternate and  
Jim Fisk, Town Planner  
**SMRPC:** Paul Schumacher, Ex-officio and Chuck Morgan, Economic  
Development Specialist  
**York Chamber:** Cathy Goodwin, Ex-officio

**NOT IN ATTENDANCE**

**Nelson & Doyle:** Craig Nelson, Consultant  
**Wells:** Jane Duncan, Town Manager  
**York:** Rob Yandow, Town Manager

Susie Scott (Administrative Assistant) was taking minutes.

**ORGANIZATIONAL**

Jeff Grossman welcomed Committee members to the first Steering Committee meeting. Mr. Grossman noted that Craig Nelson was delayed at the State offices and would not be attending this meeting. Mr. Grossman discussed:

1. SPO project timeframe: 18 months but Committee can request extension 30-days prior to expiration.
2. Project proposal to be provided by Craig Nelson in reference to issues and questions relating to interlocal agreements. Proposal cost set at \$5,000.

Paul Schumacher outlined 6 points behind the purpose of the grant. Total amount of grant is \$15,000. Mr. Nelson will assist with the education and how the agreement would work.

1. Educate municipalities about the project.
2. Formulate an interlocal agreement and how it might work.
3. Outline the formation of a regional development authority.
4. Develop criteria for locating possible site.
5. Provide a rough cost benefit.
6. Basis for market analysis.

Dan Blanchette noted his concern of all members agreeing to proposal and process. After proposal acceptance, discuss with Mr. Nelson the use of one attorney instead of each town having individual attorneys.

Jim Fisk and Mr. Grossman discussed the RKG market analysis report which detailed employment and business trends for South Berwick. Report provided a general analysis and did not address site specific issues.

Committee members discussed the following points:

1. Site location.
  - Mr. Schumacher and Mr. Morgan to discuss site location criteria such as wetland/buildable land, location to roads, etc. with other towns.
  - Create an inventory of potential sites.
  - Coordinate visits with participating towns and review the pros and cons of potential sites.
  - SMRPC can utilize their GIS system to locate sites.
  - Possible/current town Industrial sites:
    - ❖ Kittery – no Industrial land. Possible Industrial zone location off Dennet Road facing the 95 turnpike.
    - ❖ North Berwick – Pratt land could be zoned Industrial. Land behind Hussey (100 acres). Land from sanitary district but access would be impractical.
    - ❖ Eliot – Industrial/Commercial zone along route 236. Land is partially wetlands but runs deep. Land around airport (300 acres).
    - ❖ Berwick – Along route 236 by sewage treatment plant, and pieces along route 9 which is currently privately owned.
    - ❖ Wells – Industrial zone located 15-20 miles from exit 2.
2. Potential sources of funding.
  - MMA Bond Bank Grant – Mr. Schumacher to review for applicability and obtain an application form.
  - Pine Tree Zone (Participants include So. Berwick, No. Berwick and Wells). Difficulty around amending acres to include new communities.
  - TIF – Sharing of TIF resources.
3. Potential contacts.
  - George Campbell – Discuss applying for grant monies, and project review.
  - Leonard Dow, FirstPark – Discuss infrastructure costs and issues surrounding road access, water/sewer/ telecommunication issues. Discuss CDBG Grant.
  - Third party review.
4. Other discussion points.
  - Establishing a set of criteria.
  - Oakland project – Town had a portion of the land needed but had to purchase more.
  - Anti-piracy provisions and movement of businesses.
  - Time lapse for communities to realize project benefits: example of FirstPark and Team Mobile.
  - Importance of site location because there is no more available land in Portsmouth.
  - Workforce availability: Pratt Hussey's labor force includes ¼ from the 3 surrounding towns and the rest from outlining towns/cities.

Committee members agreed to the following meeting schedule:

- Meet 3<sup>rd</sup> Thursday of each month.

