

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

ATTENDEES

Berwick: Keith Trefethen, Town Manager.
Eliot: Jack Murphy, Chairman of the Board of Selectmen and Dan Blanchette, Administrative Assistant.
Kittery: Jonathan Carter, Town Manager.
Nelson & Doyle: Craig Nelson, Consultant.
North Berwick: Dwayne Morin, Town Manager.
SMRPC: Paul Schumacher, President and Chuck Morgan, Economic Development Specialist.
So. Berwick: Jeffrey Grossman, Town Manager, Roberta Orsini, Executive Assistant and Jim Fisk, Town Planner.
Wells: Mike Huston, Town Planner.
York Chamber: Cathy Goodwin, Ex-officio.

GUESTS

Civil Consultants: Tom Harmon and Howard Patten, property owner.

NOT IN ATTENDANCE

Kittery: Glenn Shweary, Town Council Chairman.
So. Berwick: Dennis Fontaine and Sue Roberge, Town Council Chairman.
Wells: Jane Duncan, Town Manager.
York: Rob Yandow, Town Manager.

Susie Scott (Administrative Assistant) was taking minutes.

REPORT

1. **Public/Private Partnership Opportunity.** Mr. Grossman introduced Tom Harmon of Civil Consultants as the representative for property owner, Howard Patten. Mr. Harmon would like feedback from the Committee with regard to a possible public/private partnership project with a regional development authority. A proposal for the development of 15-acre piece of property on Route 236 in the Industrial Zone has previously been presented to the Planning Board. The main difficulty with the project is the site grade. The site has been reviewed with the Public Works Director, the Planner and the Planning Board Chairman for a possible use of shared entrance with the adjoining Barletta property (100-acres). Mr. Harmon noted that all road studies have been completed and the project is under review by the DEP. A potential issue includes the wildlife habitat. Mr. Harmon noted that the property is currently serviced by the Sewer District, the Water District is interested in providing water to the area and there currently

is a CMP and gas line corridor along Route 236. The project could be phased, and public input would be requested.

Steering Committee members responded by stating that the current model for the Authority would allow for joint venture partnerships along with flexibility for the structuring of a project partnership.

APPROVAL OF MINUTES

1. **Regional Efficiency Grant Workgroup 5/10/07:** Motion by Mr. Huston, second by Mr. Murphy to accept minutes as written, passed unanimously.
2. **Regional Efficiency Grant Workgroup 7/19/07:** Motion by Mr. Huston, second by Mr. Murphy to accept minutes as written, passed unanimously.
3. **Regional Efficiency Grant Workgroup 8/16/07:** Motion by Mr. Huston, second by Mr. Murphy to accept minutes as written, passed unanimously.
4. **Regional Efficiency Grant Workgroup 9/20/07:** Motion by Mr. Huston, second by Mr. Murphy to accept minutes with corrections, passed unanimously.

CORRESPONDENCE

1. C. Nelson's letter dated 9/28/07 to Office of the Revisor. Craig Nelson stated that the Authority legislation was approved today. Final details to be discussed for final submission. Issues to be finalized include:
 - **Authority Name:** York County Regional Development Authority. Committee members discussed concerns of having a countywide authority:
 - Mr. Schumacher discussed concern about going York Countywide without having completed any outreach to other towns, and without defining a clear role for SMRPC. Mr. Schumacher would like to start with the original concept of including the 6 communities: Kittery, Eliot, South Berwick, North Berwick, Berwick and Wells.
 - Mr. Nelson discussed naming the Authority Southern York County Regional Development Authority with the option for "other communities elsewhere in York County to join" if interest develops down the road. Current, participating communities will vote for inclusion.
 - Mr. Carter noted the global picture of development under the EDA. He noted concern with only a small number of communities joining initially. He stated that Kittery may not want to join unless there was bigger participation.
 - Ms. Goodwin noted concern that from a tax payer perspective, a countywide authority could be viewed as dangerous, and possibly be too big of a pill to swallow. There is a general fear of regionalization as well as another tax incurring entity. Authority will need to educate community members as to the benefits and costs of a regional authority.
 - **Identify participating communities:** Mr. Nelson must name the 6 participating communities in the legislation. Communities include Kittery, South Berwick, Eliot, Wells, Berwick and North Berwick.

- **Governance:** Mr. Nelson stated that to minimize initial costs, the Authority would draw on resources from participating towns and regional planning with equal representation from the communities.
 - Mr. Morin discussed the tax payer perspective and the difficulty to rationalize if not based on valuations of each town. The effects of tax rates on each town will be different.
 - The Steering Committee discussed a blend of valuation and population for taxing/cost sharing purposes as well as Board make-up. However, some members thought a simple valuation would be the easiest explanation for tax payers.
 - Mr. Nelson discussed the use of valuation for draft legislation language. In the 2-phased approach, there will be a membership fee from communities for the initial Planning Phase which will be assessed equally between the communities.

OLD BUSINESS

1. Discuss/take action on legislation for submittal to the Revisor: See above “Correspondence”.

NEW BUSINESS

1. Schedule a Public Officials meeting. Committee members scheduled a Public Officials meeting for December 12th at 6:30 PM. Senators and state representatives to be invited as well. Committee members will discuss the structure for Public Officials meeting at their next regularly scheduled meeting in November.

OTHER

Dates & Times for Upcoming Meeting:

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|--------------------|---|
| 11/15/07 – 3:00 PM | Regional Efficiency Grant Workgroup Location: Town Manager’s Office, South Berwick |
| 12/12/07 – 6:30 PM | Public Officials Meeting Location: Auditorium Hall, South Berwick |

Motion by Mr. Carter to adjourn. Meeting adjourned at 4:13 pm.

ATTESTED: _____

**Susie Scott,
Assistant to the Director of Planning & Economic Development**