



BOARD OF SELECTMEN / BOARD OF ASSESSOR
Meeting Minutes
October 18, 2016
6:30pm

Call to Order

Chair Wright called the meeting to order at 6:30pm.

I. Roll Call and Pledge of Allegiance

Board Members Present: Chair Thomas Wright, Selectman Edward Ganiere, Selectman Rebecca England, Selectman Mark Pendergast and Selectman Joshua Plante.

Staff Members Present: Town Manager Stephen Eldridge, and Town Clerk Patricia Murray.

II. MINUTES

a. Minutes from BOS regular meeting October 4, 2016.

Motion: Selectman Plante moved to accept the October 4, 2016 minutes as written. Selectman Pendergast seconded the motion.

The motion carried unanimously: 5-0

III. FIRST PUBLIC COMMENT

Chair Wright asked if any members of the audience had comments.

Mr. Brian Delaney, 287 Little River Road, spoke. Mr. Delaney stated he cannot get high speed internet service at his address. The house next to him has cable but he cannot get cable service. He brought this to the Town Manager's attention who looked into it. Mr. Delaney was told he would have to pay \$52,000.00 to get cable service at his house. The Town Manager gave him the Chair's number but he did not receive a call back. Chair Wright stated he lost the number and was going to ask publically for Mr. Delaney to call him. Mr. Delaney also reached out to Comcast. They did not return his call. Selectman Pendergast stated it shouldn't cost Mr. Delaney anything to get cable service. He noted the Town is in negotiations with Comcast. Mr. Delaney stated one suggestion was to get neighbors to pitch in for the cost of the installation; he feels this is just getting business for Comcast and isn't his responsibility. Mr. Delaney asked the Board to think about this situation and to come up with a way to cover the cost. Chair Wright noted that it was his understanding that if there was a certain saturation of customers, Comcast was obligated to run the line. Mr. Delaney stated he did his due diligence before building his house 13 years ago; he came to the town and was told internet service would be in place. Mr. Delaney asked the Board to do something. Town Manager Eldridge reiterated this issue is part of the contract negotiations.

There were no other public comments.

IV. PUBLIC HEARING

a. Tax Increment Financing – Scott Benson

Chair Wright opened the public hearing for the Tax Increment Financing. Mr. Scott Benson, consultant, was present. Mr. Benson presented a PowerPoint presentation on the proposed Downtown Omnibus TIF District and Development Program focused around the village area in Berwick. Mr. Benson is working with the Town and Envision Berwick Committee to assist with the creation and implementation of a TIF District to revitalize the village area.

Presentation highlights:

- A TIF program is a public economic development financing program funded by property taxes on the incremental new value generated in a defined development district.
- Through a local public process, a municipality designates a specific geographic area as a TIF District. The value of taxable property already within the district is frozen at the time of the district establishment; this is called Original Assessed Value (OAV). The TIF applies on to the new value in the district, to be generated by private investment or Increased Assessed Value (IAV).
- All or a portion of the IAV generated by private investment in the district is captured and the taxes on the Captured Assessed Value (CAV) funds a municipally adopted development program for up to thirty years. $\text{New CAV} \times \text{Town mil rate} = \text{funds available to support the TIF program}$.
- A TIF is used to stimulate private sector investment and job creation. The municipality establishes a development program that defines the project and identifies the uses of municipal TIF funds.
- The development program is a statement of means and objectives designed to provide for new employment opportunities, retain existing employment, improve the tax base, construct or improve physical facilities or structures, or improve the quality of pedestrian and vehicular transportation.
- A credit enhancement agreement is a legal contract between a municipality and a business (or developer) that specifies: the project costs to which funds will be applied, the obligations of each party regarding the creation of the TIF district and the adoption of the development program, every CEA has a TIF district, but not every TIF district has a CEA.
- A TIF can be used for costs of improvements within the district; capital costs i.e. land, buildings, public infrastructure, business equipment/fixtures, new construction or rehabilitation of existing buildings, licensing, permitting, professional services, Financial costs i.e. municipal bonding, CEAs, administrative costs i.e. cost to prepare and administer the TIF. Costs of improvements outside, but related to, the TIF district; Public infrastructure, public safety improvements, mitigation of district impacts. Costs related to economic development (town wide); ED programs and/or events, environmental improvements, skills development, trail improvements, fisheries, wildlife or marine resources.
- Ineligible projects include facilities, buildings or portions of buildings used for the general conduct of government or for public recreation purposes i.e. city halls, courthouses, police stations, recreation centers, athletic fields, swimming pools.
- The purpose for the TIF is to encourage commercial redevelopment of the former Prime Tanning site and other commercial areas within the Town's Village Overlay District.
- The TIF was conceived by the Envision Berwick Committee as a means of realizing major goals of the Downtown Berwick Vision Report and Implementation Plan.
- The proposed terms are a twenty year term beginning FY 2016-17 and running through 2036-37 and a 100% capture of IAV within the District.
- The proposed district is the Village Overlay District which consists of 33.32 acres.
- Forecast (rough estimate): \$16.8M IAV, \$4.75M new taxes over 20 years. The cost estimate for municipal development program; \$9.6MM over 20 years; public infrastructure \$7.5M, Credit enhancements 1.9M and municipal soft costs and programming \$225K.
- Key points: Local control; annual TIOF appropriations – town meeting approved, municipal bonding – town meeting approval, credit enhancements – public hearing, amendments – public hearing and DECD review. Flexibility; amend length of term, amend capture rate, amend development program activities.

Selectman Pendergast questioned how the district was determined. John Stoll, Director of Planning, replied that when the district was established it was tied to the village overlay. Selectman Pendergast stated that there is a business on Wilson Street that would like to be part of the TIF but was not asked. Selectman Pendergast asked if they could be included in the district. Mr. Benson stated the State mandates how much of a town's total acreage can be included in a TIF district and Berwick would not have an issue with this mandate. He also noted that procedurally this would be done at the vote as a motion at town meeting in November. Chair Wright explained that we don't have an open town meeting in November and any amendment would have to be at the May town meeting since the November warrant has been approved and all deadlines are past. Discussion ensued about the particular property in question. Chair Wright asked Mr. Stoll to talk to the property owner. Selectman Ganiere stated all businesses on Wilson Street should be asked about interest. Mr. Stoll replied he would adjust the map.

Mr. Mike Ryan, 7 Keay Road, spoke. He asked what the impact on the average taxpayer would be. Mr. Benson replied that there would be no direct impact on taxpayers.

There being no further comments from the members of the public, the Chair closed the public hearing.

b. Amended GA Ordinance – Board to Consider Recommended Appendices

Chair Wright opened the public hearing for the amended GA ordinance. Town Manager Eldridge presented the amended GA ordinance.

There being no comments from the members of the public, the Chair closed the public hearing.

Motion: Chair Wright made a motion to accept the amended General Assistance ordinance as presented. - Selectman Pendergast seconded the motion.

The motion carried unanimously: 5– 0.

c. November 2016 Referendum Warrant

Chair Wright opened the public hearing for the November 2016 Referendum Warrant. There being no comments from the members of the public, the Chair closed the public hearing.

V. REPORTS OF COMMITTEES

a. BCTV Committee

Town Manager Eldridge reported that they continue to work with ComCast on contract negotiations. He stated negotiations include decreasing the minimum number of houses requirement for service.

b. Envision Berwick Committee (EBC)

Town Manager Eldridge stated that a report outlining the comprehensive plan and goals was provided for each Board member.

Chair Wright reported that the Age Friendly survey has had 259 responses so far. A kick-off meeting to carry the lighting theme from the bridge to downtown was held. Town Manager Eldridge stated the group met with Mr. Bartlett, lighting engineer, who provided a contract for \$2,700 to update the lighting.

Mr. Dennis Dupuis, Riverfront Committee, spoke. He reported that the dock has been removed for the season. Mr. Dupuis recapped the events of the summer. They are still accepting and in need of donations. Mr. Dupuis thanked the community for their support. Town Manager Eldridge noted that the contract for the relocation of the fence has been awarded.

Ms. Pat Boisvert spoke. She asked the BOS for permission to set the public ice rink in the same location as last year. Mr. Paul Boisvert added that they will be starting on the rink earlier this year and will be putting sandbags

for support. He asked permission for sand to be provided by the Town. Town Manager Eldridge stated he would talk to Robert Perschy, Public Works Foreman. The Board gave permission to start the ice rink.

Mr. Paul Boisvert reported that the EBC talked about preserving some aspects of the Prime site. They have 2 large mills and asked for creative suggestions on reuse. The mills are 10' x 6'.

VI. APPOINTMENTS/PRESENTATIONS/OTHER GUESTS

None.

VII. UNFINISHED BUSINESS

a. Pay as You Throw Program/Recycling Committee

Town Manager Eldridge reported the scheduled meeting has been rescheduled due to lack of attendance.

VIII. TOWN MANAGER REPORT

Town Manager Eldridge reported the following:

- Prime Tannery update: Most of the buildings are down for Phase 1. Phase 2 will begin after clean up from Phase 1. A New Hampshire developer visited the site today.
- The bridges at Ridlon and Diamond Hill are on the DOT's list for repair. An engineer inspected the bridges and submit a proposal for repair. Funding for this project is in the budget. DOT will match 50/50
- The budget Committee schedule is being worked on and should be ready for the next BOS meeting. He is working on filling spots on the budget committee. Interested parties should see the Town Clerk.
- The manganese levels have been at .07 this week. There are no present concerns regarding drinking the water.
- The fire truck specs are complete. Bids should be submitted in about a month.
- Maine Rural Water is drafting an ordinance for the Salmon Falls water protection.

Selectman Pendergast asked if Lot 6 on the Prime site contained green space. John Stoll confirmed. Selectman Pendergast asked how the topsoil would be supplied. Mr. Stoll replied top soil and seeding is part of the contract with EnviroVantage. Selectman Pendergast asked if there will be an irrigation system installed. Mr. Stoll agreed that is needed and should be discussed. The Brownfields Advisory Committee has a meeting next Thursday when this can be discussed.

Town Manager Eldridge thanked Salmon Falls Nursery for the plantings at the islands on Sullivan Street.

Town Manager Eldridge noted that South Berwick is hosting a State Referendum questions discussion on October 20 at 6pm at South Berwick Town Hall.

IX. SELECTMEN COMMUNICATIONS

None.

X. APPROVAL OF WARRANTS

| | | |
|-------------------|------------------------------|---------------------|
| 10/06/2016 | A/P Warrant #1714 | \$953,500.76 |
| 10/06/2016 | Water Warrant #0714 | \$ 7,765.13 |
| 10/13/2016 | Payroll Warrant #1715 | \$ 48,708.22 |
| 10/13/2016 | A/P Warrant 1715 | \$ 76,087.88 |
| 10/13/2016 | Water Warrant #0715 | \$ 679.72 |
| 10/20/2016 | Payroll Warrant #1716 | \$ 47,379.84 |

Motion: Chair Wright made a motion to accept the Accounts Payable Warrants as presented. Selectman Plante seconded the motion.

The motion carried unanimously: 5– 0.

XI. NEW BUSINESS

None.

XII. QUITCLAIM DEEDS AND/OR INSTALLMENT CONTRACTS

None.

XIII. ABATEMENTS/SUPPLEMENTS

None.

XIV. SECOND PUBLIC COMMENT

Chair Wright asked if any members of the audience had comments. There were no comments.

XV. WORKSHOP – PLANNING BOARD

The Board held a workshop with the Planning Board.

XVI. EXECUTIVE SESSION

Motion: Chair Wright made a motion to enter into Executive Session per MSRA Title 1 §405(6)(C) – Acquisition of real property. Selectmen Plante seconded the motion.

The motion carried unanimously: 5 – 0.

The Board entered into Executive Session at 8:45pm.

The Board resumed its regular meeting at 9:00pm. Chair Wright noted no actions were made during the Executive Session.

XVII. OTHER BUSINESS/NON-AGENDA ITEMS

None.

XVIII. ADJOURNMENT

The Meeting adjourned at 9:00pm.

Respectfully submitted,

**Patricia Murray
Town Clerk**

The October 18, 2016 BOS Meeting Minutes – Signed as approved at the Board of Selectmen’s November 1, 2016 Meeting.

On behalf of the Board
