

August 9, 2018

**Minutes of the Washington County Commissioners'  
Unorganized Territories Regular Meeting  
held August 9, 2018  
in the Washington County Probate Courtroom  
Machias, Maine**

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**Attending the meeting were:  
Commissioner Christopher Gardner  
Commissioner John Crowley, Sr.  
Commissioner Vinton Cassidy  
Betsy Fitzgerald, County Manager  
Carla Manchester, Administrative Assistant  
Dean Preston, Unorganized Territories  
Susan Hatton, SCEC  
Charles Rudelitch, SCEC  
Rich Rolfe, Jail  
Barry Curtis, Sheriff  
Paula Johnson-Rolfe, WCSO  
Michael Crabtree, Chief Deputy  
Jill C. Holmes, Treasurer  
Mike Hinerman, Citizen**

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Commissioner Gardner called the meeting to order at 4:03 p.m.

Prior to the start of the meeting, the caucus to elect a member for the Budget Advisory Committee for District II was held. Lubec Town Manager Renee Gray was re-elected for a three-year term.

**Approval of the U.T. meeting minutes of July 12, 2018  
(Crowley / Gardner, 2-0-1)**

**AGENDA ITEM: Monthly Report**

Unorganized Territories Supervisor Dean Preston's monthly report was submitted. (See attached).

Dean reported that he continues to work with Codyville Plantation through their de-organization process. The U.T. office is prepared to

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assume responsibility of municipal services for the citizens of Codyville Plantation. beginning July 1, 2019. Dean noted Codyville Plantation will not have a great impact on the U.T. budget.

Dean stated he will be assessing the Summer highway maintenance project list for the second half of the construction season during the months of September and October.

The snow removal contractor for contract #11 has turned in the contract. The U.T. office has prepared a bid package and will be advertising. Dean plans to have a bid proposal to present to the Commissioners for the September meeting.

Dean stated the Animal Control Program Manager Heron Weston continues to actively develop agreements with municipalities to provide ACO Services. Dean presented two animal control agreements for the Commissioners' approval.

The first agreement is for the U.T. to provide the Town of Machiasport with Animal Control Officer services for a three-year term for an annual stipend of \$200.00 plus a per call rate \$20.50 per hour. Mileage reimbursement will be at an additional rate of \$0.44 per mile.

**\*MOTION\* Commissioner Cassidy moved to approve the contract for Animal Control Services for the Town of Machiasport as presented. (Cassidy / Crowley, 3-0.)**

The second agreement is for the U.T. to provide the Town of Roque Bluffs with Animal Control Officer services for a three-year term for an annual stipend of \$200.00 plus a per call rate of \$20.50 per hour. There will also be an additional mileage reimbursement rate on this agreement of \$0.44 per mile.

**\*MOTION\* Commissioner Crowley moved to approve the contract for Animal Control Services for the Town of Roque Bluffs as presented. (Crowley / Cassidy, 3-0.)**

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**AGENDA ITEM: UT Development Proposal Review**

County Manager Betsy Fitzgerald presented a *Request for a Review and Comment on Pending Application*. The application is for a request from Mark A. and Welsa Ranalli to develop 130 acres into a multi-site RV/campground facility in Big Lake Township. The application to

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develop the 130 acres includes 56 RV sites with various amenities, a new subsurface wastewater system and several buildings. The Land Use Planning Commission requires the Commissioners to review and sign-off on the application. Commissioner Gardner asked if there were any public concerns. Betsy replied that there are no concerns. After review of the application and consideration of the proposal's probable impacts, the Commissioners approved the request by consensus.

**AGENDA ITEM: Contract for Administration of TIF Services**

The Commissioners reviewed the proposal from SCEC for a three-year term to administer the U.T. TIF grant and revolving loan programs. The proposal was presented at the July Commissioners' Meeting. The proposal was tabled at that time to research the feasibility of the County handling the funds in-house. Subsequently, County Manager Betsy Fitzgerald, Treasurer Jill Holmes and Unorganized Supervisor Dean Preston all discussed and explored the possibility. It was determined the County could not perform the services as fully and efficiently as Sunrise County Economic Council has been providing. The proposal from SCEC is to administer the UT TIF grant and revolving Loan programs for an annual cost of \$55,000.00 in year one of the proposed contract. For years two and three, and for any subsequent years under a contract extension, the annual amount of \$55,000.00 in 2018 will be adjusted for inflation using the Consumer Price Index (CPI-U) as published by the U.S. Bureau of Labor Statistics or another mutually agreed upon reference. Such adjustment is to occur as of October 1<sup>st</sup> of each year.

**\*MOTION\* Commissioner Crowley moved to accept the three-year proposal from Sunrise County Economic Council to administer the TIF as previously presented. (Crowley / Cassidy, 3-0.)**

**AGENDA ITEM: TIF Grant Committee Update**

A report was submitted and is attached.

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Ms. Hatton presented a request from Nickey Dubey, Ben's Dive Shop, to modify the collateral which secures the loan. The loan is currently secured by Ms. Dubey's residence with a value of \$79,000.00. Ms. Dubey would like to switch the collateral to the land where the business is located. The value of that land is \$119,000.00. The agreement will include that Ms. Dubey pays for all deed work. The TIF Loan Committee recommends the approval of this request. Commissioner Gardner asked for copies of the valuation of property and supporting documentation. Ms. Hatton stated she does not have that paperwork

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available. Commissioner Gardner stated the Board of Commissioners will require a proper outline in writing for the record. Commissioner Gardner suggested the approval of the modification as explained with the understanding written documentation will be submitted at the next meeting.

**\*MOTION\* Commissioner Cassidy moved to approve the request to modify the collateral which secures the loan by Nickey Dubey, DBA Ben's Dive Shop, subject to proper documentation. (Cassidy / Crowley, 3-0.)**

Ms. Hatton presented a request for a payment modification from David Darrow of The Birches. Commissioner Gardner asked for a description of the business. Ms. Hatton stated The Birches has camp rentals on a privately-owned island. Mr. Darrow has done a lot of work. There is still more work to be done. Mr. Darrow is now unable to continue with the upgrades needed to be done due to health issues. Mr. Darrow has the property up for sale and does have an interested buyer. The loan is currently in default. Commissioner Gardner asked how long the loan has been in default. Ms. Hatton stated a payment has not been made in the past 103 days. Commissioner Gardner asked if there has been anything received in writing from Mr. Darrow. Ms. Hatton stated there has been a letter received from Mr. Darrow's sister outlining the issues that have caused the default. The request is to suspend payments on the loan until the pending sale goes through. Ms. Hatton reported the Loan Committee's recommendation is to 1) require payment of interest only; 2) not waive the late fees; and 3) get the loan cleaned up by getting the payments back on track or with the sale of the property. It was noted the original loan was for \$25,000.00 and the outstanding balance is \$14,301.00. There is also a tax lien for the 2017 property taxes. There are no other liens. Based on the extenuating circumstances,

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**\*MOTION\* Commissioner Cassidy moved to approve the payment modification request as recommended by the TIF Loan Committee. (Crowley / Cassidy, 3-0.)**

Ms. Hatton gave a final grant update for both Paula Deshaine of Lil' Buddy Farm and Lisa Whitegiver of Wilderness Lodge. All requirements have been met for both grants.

**AGENDA ITEM: Public Comment**

None.

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ADJOURNMENT

4:30 p.m.

ATTEST:

Carla J.R. Manchester, Admin. Asst.