

December 12, 2013

**Minutes of the Washington County Commissioners'
Unorganized Territories Regular Meeting
held December 12, 2013
in the Commissioners' Conference Room
Machias, Maine**

Attending the meeting were:
Commissioner Christopher M. Gardner
Commissioner Vinton E. Cassidy
Betsy Fitzgerald, County Manager
Carla Manchester, Administration
Bob Tyler, Indian Township
William Tuell, Downeast Coastal Press
Ken Daye, SCEC
Dennis Higgins, Jonesport
Hillary Savage, MVNO
Jill C. Holmes, Treasurer
Judith A. Alexander, Treasurer's Office
Larry Post, City of Eastport
Rachel Bell, Edmunds
Sharon D. Strout, Deeds
Darlene Wallace, Deeds
Sheriff Smith, WCSO
Dale McGee, Board of Visitors
M.F. Hinerman, EMA
Carlene Holmes, Probate

Commissioner Crowley was not present.

Commissioner Gardner called the Unorganized Territories business to order at 4:07 p.m.

**Approval of the November U.T. meeting minutes
(November 14, 2013) (Cassidy / Gardner, 2-0)**

AGENDA ITEM: Monthly Report

A monthly report was submitted and is attached.

Interim UT Supervisor Heron Weston presented Bangor Hydro Utility pole Location permits for approval. The permits are for the placement of four poles on Moose Cove Road and two poles on the Timber Cove Road,

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both in Trescott Twp. Heron confirmed that he inspected both areas and reported that these poles are to replace older, shorter poles and will have no impact on the taxpayers. With the location and purpose of the poles having been inspected by Heron, Commissioner Gardner stated that he was comfortable with approving the permits. Both permits were signed as presented.

Heron reported that the current Shellfish / ACO Brian Brodie plans to resign from his position in mid-January. Commissioner Gardner recommended that the position be filled with a part-time employee and then transition into full-time when the f/y 2014-2015 budget takes effect in July 2014. He also requested that Heron seek advisement from Dean Preston. By consensus, Heron was directed to advertise immediately for the part-time position of Shellfish Warden / ACO.

On behalf of Commissioner Crowley, Heron requested that consideration be given to Centerville Road having ATV access. Heron inquired as to whether approval and action would be needed for each area in the UT wanting ATV access. Commissioner Gardner deferred to the Sheriff in regards to ATV use on County roads. Sheriff Smith stated that this issue was discussed two years ago. The Sheriff's Office has not experienced any problems to date. Commissioner Gardner tabled this until next month and requested that Heron investigate ATV use on County roads.

AGENDA ITEM: TIF Grant Committee Update

A report was submitted and is attached.

UT TIF Administrator Ken Daye reported that the TIF committee has recommended approval of a TIF loan request in the amount of \$45,000.00 and a TIF grant request of \$40,000; both by Rachel Bell of Tide Mill Creamery. The purpose of the funds will be to construct a new creamery building and to diversify the existing product line. Ken Daye pointed out that although the loan and grant are separate requests, one is no good without the other. Commissioner Gardner stated that he has witnessed success in the Bell family business; he is familiar with the projects and comfortable with supporting both requests. Commissioner Cassidy stated that the Bell family was doing good things. As recommended by the TIF loan committee,

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***MOTION* Commissioner Cassidy moved to approve the TIF loan #B-TIF-11-22-13 in the amount of \$45,000.00 as requested by Rachel Bell of Tide Mill Creamery. Commissioner Gardner seconded the motion which passed 2-0.**

And as recommended by the TIF grant committee,

***MOTION* Commissioner Cassidy moved to approve the TIF grant #13311-07-CP in the amount of \$40,000.00 as requested by Rachel Bell of Tide Mill Creamery. Commissioner Gardner seconded the motion which passed 2-0.**

Ken stated that this is the last grant request before the new application process is implemented.

Ken distributed TIF program guidelines that have been reviewed and clarified by the TIF Grant Committee as recommended by the Commissioners. Language has been added to the existing application packet. Ken reviewed the following clarifications being made to Appendix A titled the Guidelines and Considerations for the Applicants.

- As the TIF program is a public program entrusted to the Commissioners as responsible stewards of the UT, accountability and transparency are highly regarded. "Applicants must be willing to make public all matters and materials provided as part of a UT TIF grant or loan request".
- To address the accountability concerns, grantees will be held liable for one quarter of the funds upon sale, transfer, or dissolution of a grant project each year up to four years.
- To ensure equitable distribution of funds, the maximum lifetime grant limit for any individual or entity is \$100,000.00.
- A maximum grant request is limited to \$15,000.00. This will also ensure that the funds are sustainable.

Commissioner Gardner explained that there is flexibility with the guidelines allowing for the ability for grantees to make their case. Ken Day acknowledged that the distribution of UT TIF Grant and Loan funds will be the discretion of the Commissioners as long as the request is within the spirit of the TIF.

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***MOTION* Commissioner Cassidy moved to approve the TIF Funding Application clarifications and revisions. Commissioner Gardner seconded the motion which passed 2-0.**

It was noted that Appendix B which is the yearly allotments for each funding program is updated each year.

AGENDA ITEM: CDBG Letter of Intent, Indian Twp.

Robert Tyler, representing Indian Township, requested the Commissioners support for a CDBG Letter of Intent. The Public Facilities Grant is to assist Indian Township to construct a salt/sand shed. The total estimated project cost is \$250,000.00. The CDBG grant request is for \$50,000.00.

***MOTION* Commissioner Cassidy moved to support the Letter of Intent for Indian Twp. for a Community Development Block Grant of \$50,000.00. Commissioner Gardner seconded the motion which passed 2-0.**

Commissioner Gardner asked that it be conveyed to the Tribal Leaders that the Commissioners have been very committed to support the Indian Twp. and, although the two issues are not married, the Commissioners would appreciate the unpaid tax issue be resolved.

AGENDA ITEM: Public Comment

ADJOURNMENT

4:31 p.m.

ATTEST: _____

Carla J.R. Manchester, Admin. Asst.

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