

TOWN OF RANDOLPH
BOARD OF SELECTMEN
Thursday, May 29, 2014
5:00 p.m.

BOS PRESENT:

Robert Henderson, Jr.
Edward F. Gorham
Mark E. Roberts

OTHERS PRESENT:

John Larouche, Town Attorney
Shana Cook Mueller, Bernstein Shur
Ed Berger
Angie Ellis, Ellis Construction
Everett "Sonny" Barry
Ted Barry, E.C. Barry
Albert Lawrence, Damariscotta Hardware
Lynn R. Mealey, Town Clerk

Meeting was called to order at 5:00 p.m.

Ed Berger was at the meeting to complete the cleaning contract. He was asked what his duties would be and he explained them to be basically the same as we were receiving with the current contractor. He will provide the town with a copy of his insurance and will check with the office with the possibility of making a list. He will be cleaning once per week over the weekend but the day may vary. He will be given a key and the security code when he begins the cleaning. The current contractor will be contacted by Bob Henderson and asked to turn in his key as soon as possible.

Angie Ellis was at the meeting representing Ellis Construction Company with a question on the "bid packet" for snowplowing. She asked about the bid form and how to fill in the bid with regard to it being a 3 year contract with no escalation. The board answered her question, she thanked them and left the meeting.

Sonny and Ted Barry were on the agenda as they had a few questions and comments about the snowplowing contract that they are bidding on. Sonny asked why he would have to be bonded after working for the town for all these years. The Board told him that this is a condition of the new contract put in place to protect the town. Sonny explained that Ted will be taking the lead with the business in the upcoming year. They were concerned with the language in the proposed contract regarding the minimum size truck to be used and no provisions for back up. Sonny and Ted left the meeting at 5:17 p.m.

John Larouche, Shana Cook Mueller and Albert Lawrence (Damariscotta Hardware) were at the meeting and on the agenda regarding continuing work on the TIFS in Randolph.

Shana explained that the TIF work is on track and she has discussed the issue of timing. It must be approved by the State by the end of June which means that this must be done at the local level as soon as possible. The DECD has said that they will help expedite the process to get it in place by the end of the fiscal year.

She presented the Board members with documents relating to the hardware store TIF which are mostly completed. She had the TIF district maps that go with this. (4 lots). She also brought other paperwork which she reviewed with the Board. The application from Damariscotta Hardware (Randolph Properties, Inc.) has been submitted to the Planning Board for their review and approval. The town must act and the DECD has to approve this also.

The project list was discussed and she will need cost estimates for the projects. They will not be held to the estimates but they are required by the State. Items 3 through 6 are going to have to be costs that are close to the project (located within the vicinity of the project). Lines and pipes that are going to be done but don't go by the Hardware store would probably not qualify. Other TIF revenue could be used. One of the board members needs to take this estimate project on and have it done by the next meeting which is Tuesday, June 3, 2014. Mark asked about why the TIF money cannot be used for a fire station. The only way this could be used was if you could argue that the need for the fire station is needed as a direct relationship to the developmental district. This is tough to prove.

John Larouche said that this is all described in the Credit Enhancement Agreement and after reading it, most questions will be answered. Shana cautioned that the funds need to be designated to a particular account. She will describe what the “tax shift” will be at the public hearing/special town meeting. She will show the voters that whatever we “give” to the hardware store are funds that we would not have had if we had not done this. This helps the developer get financing and brings business to the town.

She discussed the schedule and timeline for the public hearing and special town meeting. June 3rd will be the final meeting of the Board to discuss the final draft of the documents and then after that, the special town meeting will have to be held. The public hearing can be the same time. The public hearing and special town meeting will include both TIF’s – for the Hardware Store and the Pipeline. Documents have to be put in place and submitted to the DECD for their approval before the end of the fiscal year.

Minutes of the public hearing must be done the next day and attested to by the Town Clerk. These must be very detailed. Notice of the public hearing must be in a newspaper 10 days before the public hearing. The special town meeting gives the Board the authority to sign the Credit Enhancement Agreement.

She needs to speak with the town’s assessor for a value of the pipeline and the regulator station. John Larouche was told by representatives of Summit that they were going to spend 3.75 million dollars putting in the regulator station and this estimate does not count the pipeline itself. She will give Bill VanTuinen a call for his help. We will not include the lines that are proposed to go up streets in town. We could use a good faith estimate and if they want to disprove it, they can. The sum of all the TIFs cannot be more than 5% of the town.

Time line is: June 3, documents will be finalized by the Board – set public hearing/special town meeting for the 17th.

Once the notice is published, we must have the actual newspaper ad with the date showing. This will be incorporated as part of the package of documents.

TIF revenues must be addressed in the annual budget. Annually there should be an article in the budget to appropriate TIF monies. This will be a dedicated account for the general TIF funds. There was general discussion about what the TIF funds can be used for and what they cannot be used for.

John Larouche, Shana Cook Mueller and Albert Lawrence left the meeting at 6:35 p.m.

L & L Services – **plowing contract for the Town Office and pumpstations** was discussed. Mark had a couple of questions on the fuel surcharge. He made notes of changes he would like to see. Janet will run this by Greg Lumbert and changes will be made. It was probably not a part of last year’s contract. This will be signed at the next meeting.

Discussion about where to put the proceeds of the public sale – it could go into Cemeteries, Buildings & Land, Maintenance & Equipment, Roads and Sewers.

Bob Henderson made a motion to put the **money into Buildings & Lands**. Ed Gorham seconded the motion. **VOTE – UNANIMOUS.**

Ed Gorham made a motion to accept **the minutes from the May 20, 2014 meeting**. Mark Roberts seconded the motion. **VOTE – UNANIMOUS.**

Bob Henderson made a motion to **adjourn** the meeting. Mark Roberts seconded the meeting. **VOTE – UNANIMOUS.**

Meeting was adjourned at 6:45 p.m. Next meeting is Tuesday, June 3, 2014.

Respectfully submitted,

Lynn R. Mealey, Town Clerk