

Kingfield Selectmen Meeting Minutes

Monday February 22nd, 2016; 6:00 PM Webster Hall 38 School Street

Attendance

Municipal Officers: Heather Moody, John Dill, Brian Hatfield, Wade Browne, Raymond Meldrum

Municipal Staff: Leanna Targett (Administrative Assistant)

Absent:

Public: Erica Bracy, John Goldfrank, Chris Doucette, Wayne Hooper, Dee Menear, Raylene Tolman, Cynthia Orcutt, Val Tucker and James Boyce

Meeting called to order at 6:00pm warrants reviewed and signed.

Meeting minutes from February 1st, 2016 reviewed. Motion to accept meeting minutes as written by Selectman Browne. Seconded by Selectman Meldrum. All in Favor.

Chairman Heather Moody recesses the selectmen's meeting and opens the Public Hearing at 6:00 pm. Following a motion made by Selectmen Browne. Seconded by Selectmen Meldrum.

The purpose of meeting: 2016 Micro-Enterprise Assistance Façade Grant through a Community Development Block Grant Program (CDBG) for an amount up to \$150,000.00 for the purpose of assisting selected businesses with "façade improvements."

Chairman Moody then reads the public hearing announcement. Chairman Moody states that the CDBG Micro Enterprise Grants are a state wide competitive grant and this year there has been numerous applicants. The Town of Kingfield is requesting funds for façade improvements in the amount of \$150,000.00. This money would assist up to five businesses with exterior building improvements.

Chairman Moody asks for any public comment.

Cynthia Orcutt states that the Village Enhancement Committee (VEC) fully supports this as it is a great way to enhance the downtown.

Chairman Moody asks for any additional public comment, hearing none Selectman Browne makes a motion to adjourn the public hearing and return to selectmen's meeting. Seconded by Selectman Meldrum. All in Favor.

Old Business:

The board reviews the S.M.A.R.T. program for staff. Selectman Hatfield makes a motion to adopt this practice effective immediately or following the next job performance evaluation. Seconded by Selectman Browne. All in Favor.

Chairman Moody moves onto the TIF Grant Program. The board requests more time to review and it is agreed that the board will discuss further at the next meeting.

New Business:

Chairman Moody recognizes Cynthia Orcutt. Cynthia says that the VEC was formed to guide implementation of projects outlined in the Village Enhancement Plan. Over the past year the VEC has met numerous times on the first Tuesday of each month. Committee members include Brian Hatfield, Chris Rushton, Cynthia Orcutt, Donald Tranten, John Witherspoon and Betty Ann Listowich. All meeting minutes are sent to Leanna Targett and David Guernsey. Cynthia says that committee member Win Robinson has moved and the VEC would like to have Rob MacMichael as his replacement. The VEC would like to move forward with three projects. Traffic Calming, Sidewalk and Streetscape Improvements. Veterans Memorial and Village Cultural Center (Village Green) and the Historic Walking Loops. She says there is approximately \$185,000 in the VEC account from annual requests. \$75,000 of this is for Safe Routes to Schools, \$35,000 is for the Village Parking fund. The remaining \$75,000 could be used to fund these projects. Updated estimates for the Village Green project is about \$360,000.00. The average annual request for TIF funds by the VEC and Route 27 Committees has been \$72,500.00. Although she is not certain and doesn't want to speak for David Guernsey she believes that Kingfield's share of the Route 27 is funded. The VEC will propose to finance the Village Green via a municipal loan which would be paid back by annual TIF payments. The estimate yearly cost for a loan of \$360,000.00 is approximately \$31,000.00 a year for 15 years. She believes that year-round maintenance by Public Works to be estimated at \$3,000.00-5,000.00

Cynthia says the VEC also proposes to purchase bicentennial planters that would say 1816 KINGFIELD 2016. The cost to implement this program is \$25,000.00 for the planters, maintenance and year one plants. Selectman Dill asks how many planters. Cynthia says probably 10-15. Selectman Browne asks who will maintain them and buy flowers going forward. Cynthia says she has two thoughts that the VEC hopes businesses will contribute after the first year or feels that a fund could be established similar to an endowment. This endowment will allow money that is earned from the interest to help support this. Chairman Moody asks if this is allowed with TIF funds. AA, Targett says she doesn't see why not as it is similar to a reserve fund.

Cynthia says another program the VEC supports is approximately \$2,500.00 which will pay for the labor and maintenance of 14 new banners. Any non-profit organizations in Kingfield will be allowed to have a banner.

The veteran's memorial was changed after last year's budget meeting with an estimated cost of \$35,700.00. The VEC is awaiting approval from the veterans on this plan. Funds will be requested from the existing reserves.

Cynthia says that the Kingfield Historic Society has helped with a historic walking loop which will take people by many of the historic properties in Kingfield. We will be requesting \$5,000.00 from existing reserves to make maps and signage.

Selectman Browne says that he would like to voice his concern regarding the Village Green and easements for this as we have nothing solid. Selectman Browne states that he read an e-mail that was sent indicating that the Orcutts and bank were not going to provide an easement if all the town was only willing to spend was \$100,000.00. He says my concern is the town putting time and money into something they don't own to have it pulled out. Cynthia says that the reason that

came up is because the proposal was to not build the cultural center but to do minimal that was not going to create the type of place that had been proposed when those easements were signed. Selectman Browne asks if all three owners are in support of this plan. Cynthia says yes. Selectman Browne says he has concerns until an easement is signed. This discussion continues until Selectman Hatfield moves to thank Cynthia for all her support in the VEC. Chairman Moody agrees that the agenda be moved forward.

Chairman Moody notes that there is no one in attendance from the Recreation Department for a report so that will have to be at another meeting.

Board reviews a tax authorization form provided by town clerk/tax collector, Erica Bracy. Chairman Moody states that it would be an ordinance that the municipal officers can adopt requiring that the tax collector/treasurer to apply tax payments to the oldest unpaid tax bill. Selectman Browne makes a motion to adopt ordinance. Seconded by Selectman Hatfield. All in Favor.

Chairman Moody moves onto the waste water policy created by AA, Targett for new connections to the system. AA, Targett explains that it is a policy that she has altered from another town for any new connections. She feels this policy is needed following the ability to now allow users on the system. Board agrees to review this and discuss further at the next meeting.

Chairman Moody reads a letter from the superintendent regarding the school board on an upcoming meeting for budget where there will be a binder for each town. Selectman Dill offers to attend this meeting.

Other:

Chairman Moody states that the Franklin County Commissioners have vacancies on the Budget Committee. Board questions how someone is able to fill the position. Board asks AA, Targett to find answers and report to the board on this.

Chairman Moody states that the appeals board is looking for new members a full member and 2 alternates.

Chairman Moody asks if there is any other business. Selectman Browne makes a motion to enter into Executive Session pursuant to Title 1 M.R.S.A. Chapter 13 Simmons Fund request. Seconded by Selectman Hatfield. All in Favor.

There are no motions following executive session and no further business to discuss. Motion to adjourn by Selectman Hatfield. Seconded by Selectman Browne. All in Favor.