

**BOARD OF SELECTMEN
TOWN OF DOVER-FOXCROFT
MONDAY, MARCH 13, 2017 ~ 6:30 PM
DOVER-FOXCROFT MUNICIPAL BUILDING
MEETING ROOM
MINUTES**

I. OPEN MEETING

A. Opening Ceremonies

Chairman Edgerly opened the meeting at 6:30 PM and led the Pledge of Allegiance.

B. Roll Call

Selectmen present: Chairman Elwood Edgerly, Vice Chairman Freeman Cyr, Jane Conroy, Gail D'Agostino, Stephen Grammont, Scott Taylor, and W. Ernie Thomas.

Also present: Town Manager, Jack Clukey.

II. CONSENT AGENDA

Treasurer Warrants

1. Payroll Warrant #54
2. Administrative Warrant #55
3. Wastewater Warrant #56

Resolution #126-031317

MOTION: Thomas, seconded: D'Agostino, and voted unanimously (7-0) to approve the Consent Agenda. Motion passed.

III. APPROVAL OF MINUTES

Board of Selectmen Meeting Minutes – February 27, 2017

Resolution #127-031317

MOTION: Freeman Cyr, seconded: Thomas, and voted unanimously (7-0) to approve the minutes of the Board of Selectmen Meeting of February 27, 2017. Motion passed.

IV. QUITCLAIM DEEDS

V. BOARD OF ASSESSORS/MUNICIPAL OFFICERS

VI. OPEN SESSION

A. Public Hearing Liquor License Application – Center Coffee House, LLC, Lori Knack, Chairman Edgerly opened the hearing at 6:35 PM. Dan Sharrow was present on behalf of the application. Town Manager, Jack Clukey, explained that this is a new application and that the applicant has asked to table action while there needs to be a clarification as to where the serving of and consumption of alcohol can be permitted. He said that the serving areas are being proposed as the Center Coffee House, Center Theatre lobby with the consumption areas being the serving areas, the auditorium, and possibly the roof top area. Mr. Sharrow and Board members discussed the various questions such as stipulations in the serving areas and that there is no internal access to the rooftop, and that this is something to discuss with liquor enforcement and Chief Dyer. It was discussed that the Theatre has had plenty of

events with off premise permits that have worked well and that in theory the issue is the sidewalk and whether it would be permissible to have alcohol served on the rooftop by staff.

B. Open Session – Public

C. Open Session – Board of Selectmen

Vice Chairman Freeman Cyr said that the Cambridge Town Meeting was well attended as they voted on an Ordinance Prohibiting Retail Sales of Marijuana which passed by one vote.

Selectman Grammont asked where Foxcroft Center Road is on the list of road improvements as work needs to be done. Selectman Taylor said that the potholes actually have stumps coming through and should be considered for reconstruction.

D. Adjustments to the Agenda

The Town Manager added: New Business, E. 275 Hewett Road.

VII. COMMITTEE REPORTS

Town Manager, Jack Clukey, reported that the budget advisory committee met on March 1st and March 8th to review the budget. He also noted that the next meeting will be on Wednesday, March 15th, weather permitting with a snow date of March 16th, and that there will be joint meeting of the Board of Selectmen on Wednesday, March 22nd and a joint public hearing on Wednesday, March 29th to receive public comment and questions on the budget.

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

A. Liquor License Application – Center Coffee House, LLC, Lori Knack, 20 East Main St.
Resolution #128-031317

MOTION: Freeman Cyr, seconded: Conroy, and voted unanimously (7-0) to table the liquor license application submitted by Lori Knack for Center Coffee House, LLC located at 20 East Main Street, Dover-Foxcroft. Motion passed.

B. Municipal Order of Officers – Public Hearing FY 2017-2018 Budget

Resolution #129-031317

MOTION: D’Agostino, seconded: Conroy, and voted unanimously (7-0) to sign the Municipal Order of Officers to hold a public hearing jointly with the budget advisory committee on the 2017-2018 Municipal and Wastewater Budget on Wednesday, March 29, 2017 at 6:30 PM. Motion passed.

C. CDBG Application – Business Assistance

Chris Winstead was present to discuss the letter of intent submitted to this program on behalf of Natasha Colbry of Spruce Mill Farm & Kitchen and the application that will follow later this spring. He said that this is for the expansion of her local store. He said that this grant would allow for an increased production of bread from six loaves to 45-60 per day, there would be more storage space for fresh produce, a 6-8 ft. oven hood, and cooler renovations. Mr. Winstead said that this is a strong application with a good business plan and can continue to move forward with the consensus of the Board. Members discussed the grant program. Chris Winstead said that there is \$700,000 available statewide for business enterprise grants and if all of the applications in the County were approved, it would total \$300,000 for the entire County. He said that as long as the applications are fully developed, the County is in a good position to compete for some of the State funding.

The Town Manager asked about CDBG Façade Grants that were available in the past. Chris Winstead recommended advocating to local representatives about such grant programs.

It was the consensus of the Board to move forward with the Spruce Mill Farm and Kitchen Grant Application.

D. Chris Winstead – PCEDC Update

Chris Winstead discussed current PCEDC projects and activities. He said the focus is on broadband and he has done a recent survey with 32 local businesses responding. He said there are three parts to the initiative 1. Engage business communities to find what their technical needs and workforce development needs are, 2. Engage the community of users at home, and 3. Engage the service providers. Chris Winstead stressed how valuable the feedback of the surveys is. He also said that this is the only county with a broadband initiative.

He said next on the horizon is a strategic plan for economic development for the County. He said that moving forward, a Comprehensive Economic Development Strategy, CEDS, is important for federal projects. He said there will be a listening session.

Vice Chairman, Cynthia Freeman Cyr talked about the visioning meeting with Maine Community Foundation. She said good work was done that day.

Chris Winstead said he is pitching an idea to Maine Community Foundation to deepen donations and to attract back young minds to the area.

Selectman D'Agostino asked to be notified regarding the CEDS listening session.

Town Manager Clukey said that concerning broadband assessment, the best investment would depend on where funding comes from. He mentioned that Representative Higgins has a bill in the Legislature for funding. He also said that there are also bond issues that can be applied for as the next way to move forward.

Chris Winstead asked the Board to advocate some activism by calling Representatives and also calling the schools, hospital and library systems.

Town Manager, Jack Clukey, mentioned the PCEDC's involvement with the Brownfields Program. Chris Winstead repeated that they have received funds for assessments which could lead to some properties being eligible for cleanup funds if they became available.

E. 275 Hewett Road

The Town Manager shared photos of the property at 275 Hewett Road. He said the Town foreclosed on the property but that prior to foreclosure, the Town sent the former owner a letter asking that they cease demolishing the trailer until they got a permit. He said the land owner wants to finish the demolition and remove the trailer. It is valued at \$800.00, there is \$45.68 owed in total principle, and that the fees and lien costs are more than the principle amount. He said the Town would have to authorize a discharge the liens and the foreclosed lien in order to issue the permit.

Resolution #130-031317

MOTION: Taylor, seconded: Conroy, and voted unanimously (7-0) to discharge the lien on the property at 275 Hewett Road including the foreclosed lien to allow for the issuance of a demo permit. Motion passed.

F. Town Manager's Report

Town Manager, Jack Clukey, gave the following report: Enclosed in Correspondence is a Budget Advisory Committee Schedule. Upcoming meetings are Wednesday, 3/22 for the joint meeting with the Board of Selectmen and Budget Advisory Committee and Wednesday, 3/29 for a joint public hearing on the budget.

The Charter Commission will hold a public hearing on its preliminary report on Tuesday, April 4th at 6:30 PM. A copy of the report and proposed Charter revisions are enclosed in Correspondence.

I attended a workshop on legalized marijuana on 2/28 in Freeport and I plan to attend another workshop in Bangor on March 24th.

We are looking for volunteers to serve on our Age Friendly Committee. We are planning a kickoff meeting later this month.

X. CORRESPONDENCE

- Budget Advisory Committee Schedule
- Charter Commission Preliminary Report

XI. CLOSING REMARKS (Open Session if necessary and time permitting.)

XII. EXECUTIVE SESSION

XIII. ADJOURN

Resolution #131-031317

MOTION: Grammont, seconded: Conroy, and voted unanimously (7-0) to adjourn. Motion passed.