

**BOARD OF SELECTMEN
TOWN OF DOVER-FOXCROFT
MONDAY, APRIL 24, 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 #64
2. Administrative Warrant #65

Resolution #149-042417

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

III. APPROVAL OF MINUTES

Board of Selectmen Meeting Minutes – April 10, 2017

Resolution #150-042417

MOTION: Thomas, seconded: Conroy, and voted unanimously (7-0) to approve the minutes of the Board of Selectmen Meeting of April 10, 2017. Motion passed.

IV. QUITCLAIM DEEDS

V. BOARD OF ASSESSORS/MUNICIPAL OFFICERS

Abatement Correction – PP 93 LaCasce

Resolution #151-042417

MOTION: Freeman Cyr, seconded: Conroy, and voted unanimously (7-0) to approve the corrected abatement recommendation for Acct# PP93, LaCasce in the amount of \$6,600.00. Motion passed.

VI. OPEN SESSION

A. Public Hearings

1. CDBG – Spruce Mill Farm & Kitchen

Chris Winstead, Executive Director of PCEDC was present regarding the CDBG for Spruce Mill Farm & Kitchen. Applicants Natasha and Dustin Colbry were also present. Attendance was taken.

Chairman Edgerly opened the hearing at 6:35 PM. Town Manager, Jack Clukey said that the State has responded to the letter of intent for Spruce Mill Farm & Kitchen and that the applicant has been invited to submit an application for the grant project.

Chris Winstead gave a summary of the two types of grants through CDBG. He said that federal funds flow through DECD for Microenterprise Grants for businesses in the beginning stages and another type of grant through the Economic Development Program has a one to one match and job requirement. He said the Colbry's application is for the Microenterprise Grant and does not have a job requirement.

Natasha Colbry gave a summary of the Spruce Mill Farm & Kitchen business history. She said that she and Dustin Colbry started their business at their home and farm and then turned their garage into a commercial kitchen to process farm produce and baked goods. She said that they have moved to 920 West Main Street, Dover-Foxcroft and operate four days per week producing bread and other farm products.

Chris Winstead said that initially, the Colbrys were able to produce six loaves of bread at a time, 45 per day. He said that with an increase in efficiency they would be able to produce 45 loaves at a time allowing their business to grow and to add staff. He also said that it was significant that the Colbrys chose to stay in Dover-Foxcroft.

Dustin Colbry said that the grant would be used to purchase kitchen equipment rather than renovations because the Colbrys have already invested made a personal investment in the renovations.

Selectman D'Agostino asked that since the Colbrys have made a personal investment in renovations if this type of commitment would be considered helpful in the application process.

Chris Winstead agreed that it would be helpful with this type of commitment, a good business plan, good legitimacy to the business, and a trajectory for growth.

Town Manager Clukey asked about the time frame for the application.

Chris Winstead said that the application is due Friday, April 28th at 4:00 PM. He said that the State reviewed the letters of intent during the months of January through March and then will be reviewing, scoring, and underwriters would be reviewing business plans. He said that Phase II would involve project development.

Selectman D'Agostino asked if the application was successful, what the timeframe would be until equipment is delivered.

Natasha Colbry said that she foresees beginning with the new equipment in the fall.

The hearing closed at 6:45 PM.

2. Liquor License Application – Spruce Mill Farm & Kitchen-920 W. Main St. Chairman Edgerly opened the hearing at 6:45 PM. There were no comments. The hearing was closed.

B. Open Session – Public

Joan Shapleigh said she is part of the Aging in Place community and went a meeting recently where it was discussed that there could be raised beds for seniors to do gardening. She asked that the town encouraged students to volunteer and Pleasant River Lumber Company to donate lumber.

C. Open Session – Board of Selectmen

Selectman Thomas discussed the Board of Selectmen vote last year to allow ATV crossing on a Foxcroft Center Road Route for a trial period of one year. He asked what the Board's intention would be to address the proposed ATV route now that the one year trial is close to its expiration.

Selectman Taylor said that there are plans to address the ATV route proposal at a May meeting and that the recreation committee will discuss the matter. He also said that residents will be notified and encouraged to attend the meeting.

Vice Chairman Freeman Cyr said that Christopher Winstead did an excellent job of giving the Board a good understanding and education of the Spruce Mill Farm and Kitchen project and the CDBG program.

Chris Winstead encouraged the Board of Selectmen and the public to contact representatives as the CDBG program could be cut due to budget restraints. He said that the CDBG program is vital to attract, retain, and grow local businesses.

D. Adjustments to the Agenda

VII. COMMITTEE REPORTS

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

A. Liquor License Application – Spruce Mill Farm & Kitchen 920 W. Main St.

Resolution #152-042417

MOTION: Freeman Cyr, seconded: D’Agostino, and voted unanimously (7-0) to approve the liquor license application submitted by Natasha and Dustin Colbry, 920 West Main Street, Dover-Foxcroft. Motion passed.

B. Municipal Officer’s Public Hearing Notice and Return -

Extension of Moratorium Ordinance Regarding Private Distribution Corridors to Include Paved Highways, Pipelines, and High Tension Transmission Lines – May 22, 2017

Town Manager, Jack Clukey explained that the existing Moratorium Ordinance expires on May 30, 2017 and that the public hearing on May 22nd will be to determine whether the need for the Moratorium still exists and whether reasonable progress is being made in order to the extend the Moratorium for 180 days beginning May 31, 2017 through November 26, 2017. He said the land use ordinance committee is working on bringing the ordinance up to date with the comprehensive plan.

Resolution #153-042417

MOTION: Conroy, seconded: Freeman Cyr, and voted unanimously (7-0) to sign the Municipal Officer’s Notice to hold a public hearing for the proposed Extension (180 days) of the Moratorium Ordinance Regarding Private Distribution Corridors to Include Paved Highways, Pipelines, and High Tension Transmission Lines. This hearing will be held during the regular Board of Selectmen Meeting of May 22, 2017 at 6:30 PM. Motion passed.

C. Municipal Officer’s Public Hearing Notice and Return –

June Referendum Election Ballot – May 22, 2017

Resolution #154-042417

MOTION: Conroy, seconded: Freeman Cyr, and voted unanimously (7-0) to sign the Municipal Officer’s Notice of Public Hearing for public comment on the warrant articles for the June 13, 2017 Referendum Election Ballot. This hearing will be held during the regular Board of Selectmen Meeting of May 22, 2017 at 6:30 PM. Motion passed.

D. Wastewater Abatement – Acct# 753 - Maine Highland FCU 17 Cherry Street

The Town Manager discussed that the Wastewater Department looked at the basement and saw that there is a sump pump installed and it drains to the sewer. He said it appears that the town received the majority of the water and the standing water in the basement will likely go to the system once the power is turned back on. He said that the recommendation is to deny the request for abatement.

Resolution #155-042417

MOTION: D’Agostino, seconded: Thomas, and voted unanimously (7-0) to deny the wastewater abatement for Acct#753 located at 17 Cherry Street for Maine Highlands Federal Credit Union. Motion passed.

E. Sewer Billing 4th Quarter – January 1 – March 31, 2017

Resolution #156-042417

MOTION: Taylor, seconded: Conroy, and voted unanimously (7-0) to sign the Sewer Billing for 2017 4th Quarter – January 1 – March 31, 2017. Motion passed.

F. Pole Permit – Moosehead Lane

Resolution #157-042417

MOTION: Thomas, seconded: Conroy, and voted unanimously (7-0) to sign the Pole Permit Application for two poles on Moosehead Lane. Motion passed.

G. Town Manager’s Report

Town Manager, Jack Clukey gave the following report:

Gorrill Palmer was in town today looking at the roads scheduled for 2017 work. They will put a bid spec together for paving this summer, and although the Town benefited from low asphalt prices last season, the prices this season are not expected to be quite as low.

“Free day” for residential waste at the solid waste/recycling center will be Saturday, May 6th.

Annual Town Meeting to affirm warrant articles is on Saturday, April 29th at 9:00 AM.

The Planning Board meets next week on Thursday, May 11th.

Pine Crest Development Corporation will hold its annual meeting and business meeting on Wednesday, April 26th here at the town office.

The Central Hall property was deeded to the Historical Society for the duration of the Brownfields project. The Brownfields work at Central Hall is complete and the Historical Society has deeded the property back to the Town.

X. CORRESPONDENCE

-New Valuation Analysis – 2015 to 2016

-RSU No. 68 Meeting Minutes, 040417 & 041217

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

Nancy Matulis asked when the crosswalks would be painted. The Town Manager said that the crosswalks are usually painted in time for Memorial Day.

Joan Shapleigh asked when the Riverwalk would be cleaned. The Town Manager said that the public works department usually does grounds maintenance during the month of May.

XII. EXECUTIVE SESSION

XIII. ADJOURN

Resolution #158-042417

MOTION: Thomas, seconded: Conroy, and voted unanimously (7-0) to adjourn at 7:00 PM. Motion passed.