

Carrabassett Valley Selectmen's Meeting
5:00 p.m. Monday December 3rd, 2018 at the Library to be
followed by an Informational Meeting at 6:00 p.m.

Agenda:

Review and sign 2018 Payroll Warrants:

Review and sign 2018 Town Expenditure Warrants:

1. **MINUTES FROM PREVIOUS MEETING:** (November 19th, 2018 attached).
2. **WOLFE TONE, RECENTLY HIRED AS THE EXECUTIVE DIRECTOR OF MAINE HUTS AND TRAILS,** will be present to meet the Board Selectmen.
3. **DOG SLED RIDES ON THE GOLF COURSE:** Sugarloaf is proposing to offer commercial dog sled rides on the golf course in the area near the Carrabassett River. The rides would be based from the area across from Bigelow Station and be on the golf course somewhat near the river. As per the Golf Course Lease between the Town and Sugarloaf (for the Town-owned golf course), all other uses besides golf course operations must be approved in writing by the Town. The rides will be provided by Katherine Ray doing business as Dog Sled Maine (.com). They will provide the Town with a certificate of insurance prior to start up. The Board will need to approve this for Sugarloaf to offer this.
4. **POTENTIAL POLICE CAR PURCHASE:** The Police Chief is requesting the purchase of a new Patrol Truck for the Police Department. He has received two bids as follows:
Hight Chevrolet: 2019 Ford F-150 Police Responder complete with light and radio package: \$42,199
Quick Auto Group: 2018 Ford F-150 Police Responder complete package: \$43,675

The Chief is recommending purchasing Hight's offer of \$42,199 to be financed over three years for \$44,699 or \$14,899 for three years. Sugarloaf has agreed to reimburse the Town for this annual amortization from Sugarloaf Security for this three-year period in a lease purchase agreement with the Town (as we have done in the past). We will have a new lease purchase agreement available at the meeting. Please see attached request from Police Chief Mark Lopez.

5. **UPDATE ON FUNDING FROM F.E.M.A. FOR REPAIRS DUE TO THE OCTOBER 2017 FLOOD**
(the 2nd 100-year flood in six years): Please find attached a spreadsheet that shows F.E.M.A.'s obligated funding for four projects that were repaired or improved (the

Campbell Field Bridge, Narrow Gauge, Outdoor Center Road and Interior Roads on the Town's Public Lot).

As you can see from the spreadsheet, we anticipate receiving \$213,844 (75% of expenses) in F.E.M.A. funding and \$43,388 (15% of expenses) in State funding for a total of \$257,232 in funding for these projects. We have outlined on the bottom of the spreadsheet potentially which Town fund accounts would be repaid (Surplus, Town Lot and Town Highway Fund) plus moving \$66,360 into a 'Narrow Gauge Pathway Reserve Fund' as previously requested by the Selectmen (this would need to be approved by a Town meeting vote). F.E.M.A. funding for the two smaller projects (\$55,865 and \$6,602) will likely be paid by the end of this year. The larger project funding (\$151,377) which is over a \$125,000 M.E.M.A threshold will likely be paid sometime into the new year. The State M.E.M.A. funding will need to be funded through State appropriations (with other towns) after July 1st.

In addition, we will be applying for Administration Funding (F.E.M.A. Category "E") that likely be in the \$16,000 range that can be used for a flood mitigation project which we hope to use towards the proposed new stream (large culvert) crossing on the Outdoor Center Road in 2019.

6. **CLOSING THE TOWN OFFICE ON MONDAY DECEMBER 24TH:** Town employees are willing to utilize 2018 vacation days if the Board wishes to close the office on December 24th??
7. **INFORMATION ON THE POTENTIAL NEED TO BORROW FUNDS FOR EITHER AND OR BOTH THE TED JONES LAND PURCHASE (\$150,000) AND THE INFORMATION CENTER IMPROVEMENT PROJECT (up to \$142,000).** The following are estimates at this time:

15-Year Notes: (level debt over 15 years—approx. 3.02% avg. int.)
\$150,000 Ted Jones Lot Purchase: \$12,775 per year
\$142,000 Information Center Improvements: \$12,094 per year
Combined \$192,000 Note: \$24,868 per year

20-Year Notes: (level debt over 20 years—approx. 3.21% avg. int.)
\$150,000 Ted Jones Lot Purchase: \$10,662 per year
\$142,000 Information Center Improvements: \$10,094 per year
Combined \$192,000 Note: \$20,756 per year

The current 2000 Bond (Note) for purchasing the 1,203 acre "State Lot" in the year 2000 is set to expire in 2020. In the 2020 that payment will be \$21,500.

8. INFORMATIONAL:

--The Airport Clearing Project will close up for this season this coming week and resume in the spring.

--Nomination Papers for Elections of Town Officers will be available on Dec. 19th and must be returned no later than Jan. 28th. The following terms are up for election:

- (2) 3-year Selectmen
- (2) 3-year School Board
- (1) 1-year School Board
- (2) 3-year Sanitary District Trustees

9. PUBLIC INFORMATIONAL MEETING AT 6:00 P.M. See Attached Notice.

**TOWN OF CARRABASSETT VALLEY
MINUTES OF SELECTMEN'S MEETING
November 19, 2018**

Board Members Present: **Bob Luce** **Jay Reynolds**
 Karen Campbell **Lloyd Cuttler**
 John Beaupre

Others Present: **Dave Cota** **Courtney Knapp**
 Doug Archer **Tom Butler**
 Chris Carleton **Tim Flight**
 Larry Warren **Deb Bowker**
 Josh Tarsus **Joanie Blanchard**
 Neal Trask **Richard Fotter**
 Wolfe Tone

Bob Luce opened the meeting at 4:30 p.m. and welcomed those present.

Expense warrant #46 in the amount of \$53,986.67 was reviewed and signed by Selectmen.

Payroll warrant #45 in the amount of \$21,183.42 was reviewed and signed by Selectmen.

The minutes from the last two meetings were review. Lloyd Cuttler made a motion to approve the minutes as written. Karen Campbell seconded the motion. Motion approved.

Chris Carleton (AllSpeed) and Tom Butler were in attendance to discuss the sublease at the Outdoor Center. Allspeed had a good year, and they would like to seek a sublease for the coming two seasons. Chris said they were thrilled to have had the opportunity to be part of the Carrabassett community, and they're happy to contribute toward becoming more of a biking destination. Lloyd Cuttler suggested a possible lower-end price for a lower-end bike for those who may be just getting introduced to the sport. Chris said they had looked in to this, but he feels the user experience isn't as good, and it is more difficult with the upkeep. But he's happy to have the feedback. Lloyd Cuttler made a motion to approve the Allspeed lease to go through the duration of Sugarloaf's lease. Jay Reynolds seconded the motion. Motion approved.

Dave Cota discussed a proposed Memorandum of Understanding (MOU) between Longfellow Mountain Heritage Trails, Inc. and the Town of Carrabassett Valley. The MOU explains each party's responsibility and involvement in the purchase of the 250-acre Ted Jones Lot. The initial purchaser is the Jordan family, and they need to own the property for a year. The benefit to the Town will be long-term forestry implementation and the ability to create additional mountain bike trails (non-motorized). The MOU enables this process to move forward. Larry Warren was in attendance and stated that the MOU clearly puts the plan forward. He feels that the Town may want to have a survey done, which can be recorded in the Registry. He would also like to see this agreement be put in perpetuity. Larry said that he's very grateful to the Jordans for helping to make this possible for a connecting trail with Kingfield. The Kingfield folks have really stepped up to try to make this happen. Jim Gerry is with the Maine Community Foundation in Ellsworth, and Larry indicated to him that there may be a Town informational meeting on this in early December and he hopes Jim will attend explain their potential grant of \$30,000 to the Town that would necessitate a third-party conservation easement holder. They

would like assurances that the trail would be available to the public, with Longfellow being the easement holder. Larry encouraged him to make a draft easement, which may be available for public comment at the December meeting. Larry would like to have the property transferred from Ted Jones to the Jordan family within the next ten days, and he therefore asks the Selectmen to sign the MOU tonight. Lloyd Cuttler asked if the easement provides exclusive use to the Longfellow Heritage Trails; Larry Warren explained that there's an easement to use the Narrow Gauge trail. On the 250-acres that the Town acquires, the Town will give the easement to Longfellow. Dave Cota said that the Town will retain rights for forestry and trail-building. The land will remain open to the public. Bob Luce, in looking at the calendar, noted that this would line up with either December 3 or 17 for the next meeting. Neal Trask asked about the ATV trails from the Carriage Road to where it leaves the old railroad bed and goes up over Poplar Mountain, and will this be left open for ATVs and snowmobiles. Larry Warren stated that this would be outside of the subject parcel. Dave Cota explained that this would remain shared use for that section. Josh Tarsus asked the consideration of e-bikes in this particular corridor, even though it's considered "motorized". He expressed concern about the particulars of the MOU, and he would like to continue the conversation in the future about use for the e-bikes. Bob Luce said that he feels that outdoor recreation of residents and guests needs to be considered, and he would hate to see the Town restrict itself in a way that excludes various people. He would like to include mountain bikes, whether electrified or not. Josh asked for a Town policy for moving ahead with motorized and non-motorized bikes. Chris Carleton stated that e-bikes are going to become classified as "bicycles", so that might be something to take into consideration. Lloyd Cuttler made a motion to approve the MOU. Jay Reynolds seconded the motion. Motion approved.

Dave Cota reported that the Information Center Building Expansion Committee was in attendance to discuss their work. They would like to add a well and septic system on the site of the Information Center with a 22' x 20' addition on the building. The proposed project is estimated at \$142,000. The funds would need to be approved by the Town, which might be a bond combined with the Jones property purchase. Doug representing Flagstaff Area Business Association (FABA), was in attendance to provide information from FABA. He explained what the folks at the Information Center do and the kinds of visitors they speak with. They have an active Board of Directors, and they find that they have outgrown the current building, and there's little room to move around if there is more than one person in there. FABA feels that Carrabassett Valley is the center of the High Peaks region, and this location makes good sense. They've recently received a TIF grant, in addition to funding from Stratton, Kingfield and Carrabassett, and member fees. FABA met this past week, and they've decided that they cannot contribute the annual \$3,000 requested toward this project without cutting services to their members. Lloyd Cuttler stated that this request would need to go to the Budget Committee in January and then to the Town for vote. Dave Cota said that, at a future meeting, he will make some suggestions about how both this project and the Jones project could be bonded together. Karen Campbell asked about the site and where the additional parking would be; Lloyd Cuttler said there is quite a bit of fill that would be brought in for both the septic system and the needed additional parking. Dave Cota said this project would also need to go in front of the Planning Board for approval. John Beaupre said feels it's admirable that, through the work of both Joanie Blanchard and Richard Fotter and FABA, there's now a need for an expansion, since the building was closed up just 6-7 years ago. Joanie Blanchard said that many people need contractors and laborers, not just recreational interests.

Dave Cota discussed a Memorandum of Understanding (MOU) between the Town and Sugarloaf/Boyne for the Town to acquire a long-term lease for the new Mountain Fire Station.

This would provide for a 2-acre parcel, just off the Access Road. This MOU has been in the works for a while and is now available. This lease will allow for a 50-year lease to build the new fire station, and the Town will move out of the existing Sugarloaf Vehicle Maintenance Garage. The Town will need to keep 100' buffer off the Access Road. The MOU is non-binding, but it gets the Town closer to a long-term lease. John Beaupre made a motion to approve the MOU. Lloyd Cuttler seconded the motion. Bob Luce asked if the lot is 200' x 400' and if it's enough, and will it tie in with the sewer system, and would there be a setback with a well. Courtney said the Sanitary District has agreed to waive the connection fee. He is comfortable with the size of the lot. Motion approved. Dave Cota said that, in terms of the building process, an RFP could be developed to go out for bid for construction management services. Some of the approved funds are available for pre-construction services, but it's not likely that there will be information available for the March Town Meeting but that the process of developing the project will continue.

Dave Cota reported that the Town of Princeton has requested to "borrow" \$150,000 of the Town's accumulated F.A.A. allocation of Airport Improvement Project funds, so they can move forward with their airport improvement project. There is currently \$339,575 in accumulated allocations, which includes funding for the tree clearing project to be undertaken next week. Beyond that, there will not be another project for a few years, so Dave feels it is possible to lend them the \$150,000 allocation. This would be paid back in 2020 by Princeton, and this is not an uncommon process (to let another town borrow some of the funds). Lloyd Cuttler said that, by doing this, it's a win-win for the towns, because it keeps the money in the State of Maine. John Beaupre made a motion to approve this loan. Lloyd Cuttler seconded the motion. Motion approved.

Dave Cota discussed a potential change in the Town's personnel policy to allow health insurance coverage for "domestic partners". There are strict guidelines for what constitutes "domestic partnerships", and if an employee meets the criteria and the Selectmen pass this policy for future use, an employee may be eligible. In this one case, the cost to the Town would be \$3,000 (employee would also pay \$3,000 annually). It was noted that the funds were not in the 2018 budget when this was discussed in April but with the new budget year coming, this could be budgeted for 2019. Lloyd Cuttler made a motion to approve the policy change. Jay Reynolds seconded the motion. Motion approved.

Karen Campbell would like the Selectmen to consider a policy to charge people for disposal of tires at the Transfer Station. She said that most towns charge for tires at their transfer stations, and there's a multi-faceted issue going on at the Transfer Station. If the Town starts by collecting tire fees, there might be some money available to start a composting program. Many of the tires landing at the Transfer Station are coming from businesses. Dave Cota said that there's a need to better compact the bulk waste (mattresses, etc.), and he would like to put money in the next budget to be better able to accomplish this. The Selectmen gave approval for Karen to head up a committee to look into charging people for tires and potentially other materials such as demo debris.

There was a brief discussion on where the Town is with regard to the possible Marijuana Business Regulation. Dave Cota provided the results of the non-binding survey that was taken at the polls on November 6th. There was a majority in favor of these businesses (60%/40% for retail and 55%/45% for the other three types of marijuana businesses). A proposed Marijuana Business Ordinance is almost ready to be reviewed by the Planning Board, Marijuana Business Committee and the Selectmen for consideration, as the goal is to have it ready in January, to

allow for a vote at the March Town Meeting. Dave Cota has been working with Chris Parks on the existing land use ordinances, and he feels that he should continue working to develop the ordinance, with input from the Planning Board. If voted in, Dave would like to see prudent regulation that would anticipate these businesses. Lloyd Cuttler said that the Committee started back in July on this topic, since it has been somewhat of a moving target, and the reason for tonight's special town meeting (to vote on a 6-month moratorium on medical businesses) is to fill the gap that the legislature left in their work. Lloyd Cuttler made a motion to authorize Dave Cota to move the ordinance forward. Jay Reynolds seconded the motion. Motion approved.

The informational meeting for several of the topics covered tonight will be held on December 3rd. The Selectmen will meet in advance of the Public Information Meeting.

Informational:

Earle Morse has resigned from the School Committee. His term expires in 2020, so there is one year left on the term that will need to be filled at the March meeting. The School Committee will fill the remaining term until March.

The Airport Clearing Project will get underway next week; it will take approximately three weeks. Dave has met with many neighbors, and he said it is going to look pretty different after the cutting. Next spring, the stumping will be done.

Meeting adjourned.

Respectfully submitted,
Lynn Schnorr



CARRABASSETT VALLEY POLICE DEPARTMENT

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4-21-18

Mr. Cota, I have obtained 2 quotes for a new Patrol Truck for CVPD. One from Hight Chevrolet and one from Quirk Ford.

Hight is for a 2019 Ford complete light and radio set up package 42,199.00

Quirk is for a 2018 Ford without set up package (7,000.00) for 36,675 with the package 43,675.

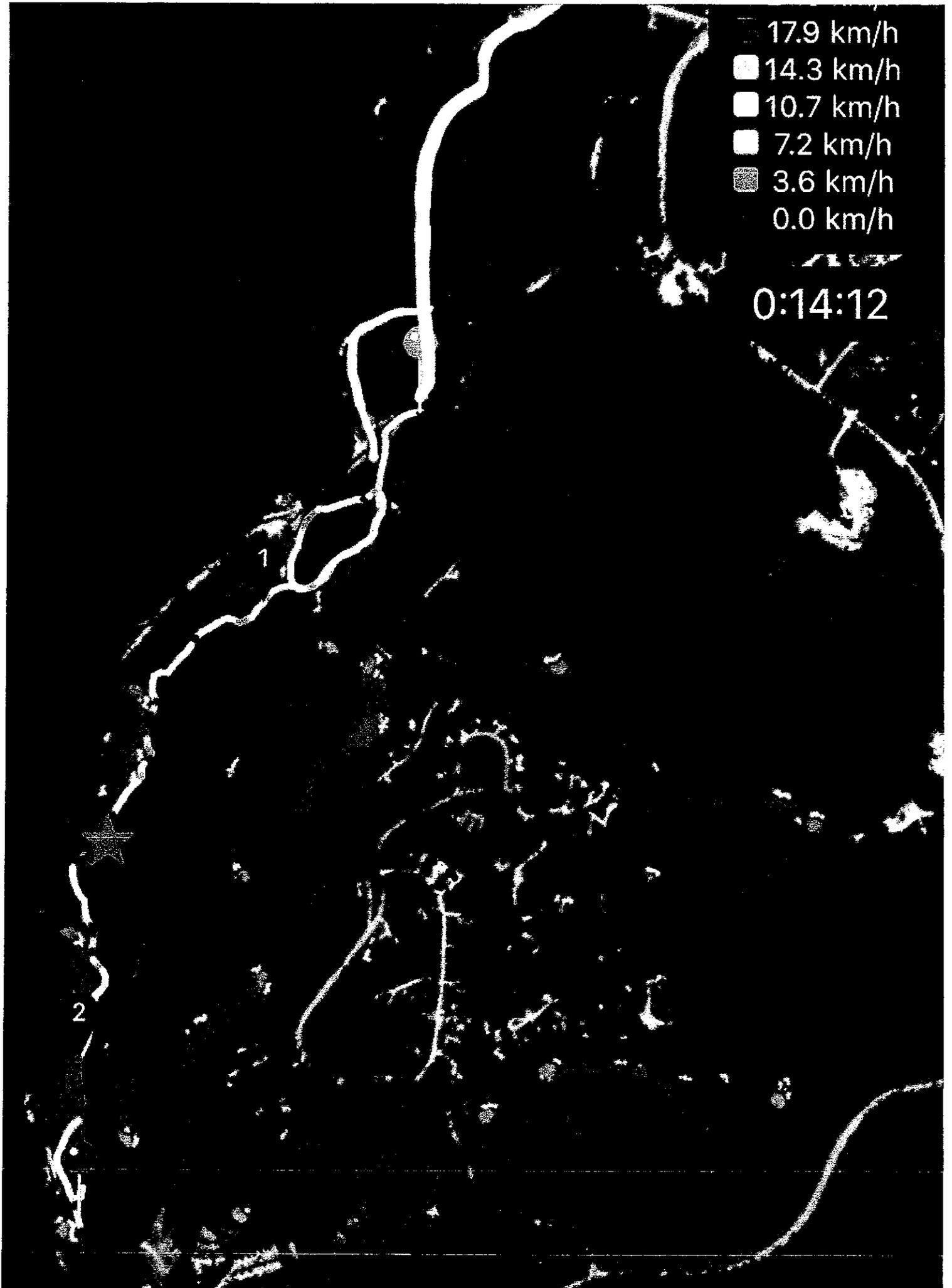
Obviously we would need the light and radio package.

2017 Flood: F.E.M.A. and State Funding

Project:	Bridge Project	Narrow Gauge Rehab Proj.	Town Lot Expenses	Town Hwy. Fund Expenses (OD Cent. Rd.)
Town Operations \$		\$4,520	<u>\$6,059</u>	<u>\$2,744</u>
Town Appropriation	\$28,500			
Maine Huts and Trails		\$1,298		
Town Surplus Approp.	<u>\$150,000</u>	<u>\$70,000</u>		
Sub-Total	\$178,500	\$75,818	\$6,059	\$2,744
Project Expense	<u>\$250,905</u>	<u>\$75,818</u>	<u>\$6,059</u>	<u>\$2,744</u>
Sub-Balance Total	-\$72,405	\$0	\$0	\$0
F.E.M.A. Funding Obligation	\$151,377	\$55,865	\$6,602	
State Matching Funds	\$30,275	\$11,793	\$1,320	
Total F.E.M.A. and State Funding	<u>\$181,652</u>	<u>\$67,658</u>	<u>\$7,922</u>	
Put back in Surplus	\$77,595			
Put in Narrow Gauge Reserve (need Town Meeting Approval)		\$66,360		
Give back to MH&T		\$1,298		
Put back in Town Lot Fund			\$5,453	
Put back in Town Hwy. Fund				\$2,469

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- 14.3 km/h
- 10.7 km/h
- 7.2 km/h
- 3.6 km/h
- 0.0 km/h

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**Town of Carrabassett Valley Informational Meeting
Concerning Potential 2019 Town Project Requests
6:00 p.m. December 3rd, 2018 at the Library Building**

The Carrabassett Board of Selectmen have scheduled an Informational Meeting at the above time and place to discuss three potential 2019 Town Projects and receive public comments concerning these projects as follows:

Town Purchase of 250 acres of land (land only) of the so called "Ted Jones" parcel located approximately one mile south of Valley Crossing on the east side of the river: The purpose is for forest management and development of additional trails.

Expansion and Improvements to the Town-owned Information Center: The purpose is to build a 22' x 20' expansion, install a well and a septic system and make some improvement to the building.

Expand the Town Park Pavilion: To provide additional space for the Town's Outdoor Adventure Camp and for other uses.

Potential financing of these project will be explained at this meeting. These projects will be reviewed by the Town's Budget Committee in January and, if approved to move forward, the Town will vote to either accept or reject these projects at the annual Town meeting in March.

Interested citizens are encouraged to attend this informational meeting.