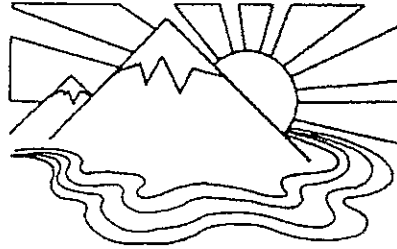


Carrabassett Valley Select Board Meeting
4:30 p.m. Monday March 16th, 2023 at the Town Office



The Town provides a zoom link for members of the Public to link into Town of Carrabassett Valley Select Board and other public meetings. To participate by zoom you must use the link provided in an email from the Town (this link is the same for any Town public meeting and is provided on the email in which the Board or Committee Agenda was sent out in). You may also obtain this link by sending an email to the town office (townofcv@roadrunner.com) during normal business hours.

Join Zoom Meeting:

<https://us02web.zoom.us/j/5312682243?pwd=TGxrUEExKcXddqQTdlZUZhYUVteG5GZz09>

If you need to "phone in":

Dial by Phone – 1-929-205-6099 US (New York)

Meeting ID: 531 268 2243

Passcode: 04947

Review and sign Payroll Warrants: # No Warrants at this time.

Review and sign Expenditure Warrants # No Warrants at this time.

AGENDA:

1. MINUTES of the previous meetings (March 6th, 2023) are attached. Also, the proposed correction (addition of language) to the February 13th meeting are included in the last page of the attached minutes.

2. SELECTBOARD CHAIR PERSON AND VICE CHAIR: Every year after the annual Town Meeting the Board selects a Chair and Vice Chair.

3. ANNUAL TOWN APPOINTMENTS: Please see attached list. Please note that Al Sleight does not wish to be reappointed to the Planning Board. Past practice has been when there is a vacancy in the Planning Board then the 1st Alternate member fills that position and the 2nd Alternate then fills the 1st Alternate Position. The Planning Board appointments on the attached list suggest that. If approved, there is a vacancy in the 2nd Alternate Planning Board position.

4. UPDATE ON PLANNING BOARD DISCUSSION OF CHANGES TO THE TOWN'S SHORELAND ZONING ORDINANCE AND POSSIBLE CONTRACT ZONING ORDINANCE: Please see attached update from the Code Enforcement Officer.

5. BIDS FOR PAINTING THE OUTDOOR CENTER BUILDINGS: Bids are due by 2:00 p.m. on March 16th to paint four of the Outdoor Center buildings including the main lodge. We will provide the bid results at the meeting.

6. BID PROPOSALS FOR A 10 -UNIT AIRPORT HANGAR DEVELOPMENT AT THE AIRPORT: At the 2022 Annual March Town Meeting, the Town voted to authorize the Select Board to "enter into leases and related contracts to allow new airport development at the Airport". In the 2022, a bid proposal was sent out and while the Town received two proposals there were concerns of greatly increased steel prices and with some of the bid specs (live roof load requirement, etc.). the two bidders were asked to resubmit proposals and none were received. We have now made a few changes to the bid proposal specs and we are now asking for bid proposals from potential contractors/developers with proposals due by May 1st. There is no obligation on the part of the Town in requesting proposals. The cost of the development will be the responsibility of the developer with the developer then having the rights to sell each of the individual T-hangars. A copy of the bid proposal request is attached (which may explain some the process involved). If an acceptable bid proposal is submitted and is chosen (by the Select Board), this is likely a 2024 project.

As a sidenote, it is anticipated that the three larger "airport box hangars" (leased lots approved in 2022) will be built this coming construction season.

7. INFORMATIONAL:

- There is current discussion with Sugarloaf concerning the possibility of building an additional 2.5 kilometers of Nordic Ski race trail on the public lot (as was proposed in the 2009 John Morton Study that was completed as part of the 2007 Outdoor Center project in which the first 2.5-kilometer race loop was built). Sugarloaf is currently developing cost estimates to complete this project. It is anticipated that this will be discussed at upcoming Trails Committee and Recreation Committee meetings.
- The Carrabassett Valley Trails Committee is meeting at 1:00 p.m. on March 31st at the Town Office.
- Bids to complete the Airport Runway Pavement Crack Sealing Project are due on March 23rd.

Minutes of the Select Board Meeting

March 6, 2023

Location: Carrabassett Valley Town Office Conference Room

Time: 4:30-6:30

Board Present: John Beaupre, Karen Campbell, Lloyd Cuttler, Jay Reynolds

Board absent: Bob Luce

Others Present: Dave Cota, Deb Bowker, Chris Parks, Barb Larson, Tim Gerencer, Mark Leathers, Beth Strout, John Johnson, Tim Flight, Mark Green, Tom Butler, Dave Smith, Martha Smith, Greg & Lois Chapman, Travis Chandler

Remote: Annie Twitchell, Sue Davis, Nadene Macleod, Wendy Russell, Bill Casey

Vice Chair John Beaupre opened the Monday, March 6 meeting at 4:30 p.m. The first motion to approve the minutes was rescinded subject to correcting them to include Select Board member Karen Campbell's corrections, which were omitted. Lloyd Cuttler moved to table the minutes to the next Select Board meeting until edits are done. Passed unanimously

The Select Board signed Town Payroll Warrants #8 for \$30,814.49 and #10 for \$34,751.04 and Town Expenditure Warrants #9 for \$75,458.12 and #11 for \$16,950.90.

Legislative efforts on Town Lot

Beth Strout requested clarification on Carrabassett's consideration of possible employee housing on 8 acres of the Town's 1,203-acre "State" public lot. Town Manager Dave Cota explained that the recently-establish Workforce Housing Coalition is identifying land from Kingfield to Eustis for potential housing development. To help clarify, he provided the following documents:

- the original deed for the property,
- a summary of the three deed-covenant changes previously approved by the State
- a list of the three previous deed covenants, noting that the last two deed changes have not yet been put into a legal deed amendment due to the Bureau of Public Lands not being able to get the State Attorney General's Office to do the legal work
- a copy of the legislative deed covenant change that allowed the Town to approve a 2-acre lease to the Adaptive Outdoor Education Center
- a copy of concept language submitted to the State Senator and Representative requesting legislation for a change in the deed covenants to allow the development of residential employee housing on up to 8 acres of the Town-owned "State" public lot.
- A copy of a map showing the total contiguous Town public lot (2,133 acres) and the approximate 8 acres being considered for a deed covenant change.

Citing the original deed, Strout asked why the Town was considering housing and development that was expressly prohibited.

Noting that there were five members of the Coalition's board present, Beaupre asked the Coalition's executive director Mark Green to respond. Green explained the level of the housing crisis that the Coalition has been established to address, validated by professional study done by Camoin Associates. Coalition board member Tim Gerencer who chairs the Coalition's site selection committee provided a written summary of the housing crisis.

Green cited the housing study that produced an extensive data-driven summary of the issue, noting that the area had a deficit of about 200 housing units. In response, the housing committee includes members of the communities from Kingfield to Eustis into the Coalition, the first such collaborative effort perhaps ever, one of the first jobs of which was to identify suitable land.

The Coalition currently has a 7-acre lot in Kingfield under contract, subject to zoning changes, etc., and is under pressure from participating communities that Carrabasset Valley have some 'skin in the game.' Carrabasset has surprisingly little land available, which led them to look at the public lot. Realizing that using it would require legislative action, Cota thought it would be responsible to get the process started with the current legislative session, or nothing could be done until 2025.

Referring to the previous Select Board meeting, Beaupre noted the Board 'heard loud and clear' that Sugarloaf needs to step up. Following up on that sentiment, Beaupre, Cota and Green met with Sugarloaf General Manager Karl Strand and had a productive meeting. Strand understands the need for a collaborative effort that creates a hybrid of seasonal employee housing and what is needed.

At this point it is conceptual, but Sugarloaf is looking at the possibility of donating some land, perhaps at 'the boneyard,' for such a purpose.

Comments from the public centered on the Town's taking action on a change of use of conserved land before presenting it to a public hearing to inform taxpayers, giving it a chance that it might work: the public thought it showed a lack of transparency. Cuttler agreed that with hindsight, the Select Board should have reached out to the public first.

After continued discussion of the same primary points, Beaupre stated that there will be a public hearing, that the Coalition board will take this up at their 3/15 board meeting. All expressed the concern that a public hearing take place before there is any further action.

In his capacity as site selection committee chair, Gerencer pointed out that he had created a matrix of all lots being considered, that lots came on and off the list regularly and that he graded them for likelihood of development. In his matrix, Carrabasset's Public Lot rated a C-minus or D for likelihood of development. He also expressed his opinion that without Sugarloaf, Kingfield might resemble Bingham.

Adding to the discussion, recreation director Deb Bowker pointed out that there may be other ways to solve the housing crisis, to look at and regulate Airbnb's that have taken employee housing out of the marketplace. Green expressed his concern that these discussions might distract from the overall housing problem, that solutions need to be sought in all parts of the community.

Cuttler expressed the Board's primary concern, that the legislative process takes so long that the Board felt the process had to start as soon as possible. He noted that Carrabasset Valley is the economic engine of Franklin County, suggesting that solving the housing crisis was critical to the entire County while acknowledging the Town's 2,200 acres of State land for recreation is sacred. Cota added that most problems are not solved privately but by public-private partnerships.

Select Person Jay Reynolds expressed his appreciation for all in attendance and it was good to see citizens involved.

Beaupre thanked everyone for their interest and the spirited discussions at both meetings, expressing his choice in seeing more community involvement in Select Board meetings, which so often have no public in attendance. Cota invited everyone to take a Town Report, which was available at the back of the room, and to be sure to attend the Town Meeting coming up in two days.

Update on bids

There are three projects for which bids are due:

1. Bids for painting the Outdoor Center are due March 16. Carpentry work needs to be done ahead of the painting, so the Town is working on that as well.
2. Airport sealing bids are due March 23 at 2:00 pm. This is a federal project that will be voted on at the Town meeting.
3. Installing electric vehicle chargers at the Outdoor Center with grants from Efficiency Maine and Maine Community Action Grant are in. One of the vendors has to update its bid. Travis Electric, which installed the ones at the Golf Course, has its bid in place.

Town Meeting procedures

There was some concern over last year's Town meeting not having provided enough time for debate. Cota explained that there were two motions that people needed to understand and that he has spoken to the presumed moderator about explaining how these motions work as the meeting proceeds.

The motion to "Move the Vote" is intended to stop discussion and vote and usually comes after considerable discussion has already taken place. It requires a 2/3rds vote to approve the motion (Move the Vote), and if approved there can be no further discussion of the article and a vote is then taken on the article.

The other motion is "To waive the reading of the article." If and when waived, the Warrant Article can then be discussed as opposed to the "Move the Vote" motion. The moderator will explain this at the beginning, and perhaps as the meeting proceeds, to make sure townspeople have a chance to discuss articles.

Congressional Spending Grants (once called Congressional Earmarks)

The Workforce Housing Coalition and Franklin County Commissioners are both submitting grants for Congressional Spending Grants, and are asking the Carrabassett Valley Select Board for letters of recommendation. After determining that the two monies came from different buckets—Hud for workforce Housing and Agriculture for the County—the board agreed to write both letters of recommendation. Moved by Beaupre, seconded by Reynolds, passed unanimously.

Informational:

Cota reported that the airport committee meets the next day tomorrow. There are multiple subjects, from managing parking to hangar construction this summer.

Karen moved to adjourn, seconded by Reynolds and passed unanimously.

Respectfully submitted,

Sue Davis, secretary

Re last SB meeting and Karen Campbell correction:

From Bulldog: After over an hour of back-and-forth, sometimes heated discussion about the issue, the select board voted 4-1 to move forward with the legislative process. Select board member Karen Campbell voted opposed the issue. She said that she agreed housing is an issue, but she was concerned about the proper order of events. If the legislature agreed to ease the deed covenants for an affordable housing development and then the town voted it down, they would have potentially wasted legislature resources.

Municipal Official Appointments for 2023

Town Clerk/Tax Collector/ Registrar of Voters	Wendy Russell
Deputy Town Clerk/ Tax Collector	Sacha Gillespie
Treasurer	Sacha Gillespie
Deputy Treasurer	David Cota
Police Chief	Mark Lopez
CEO/ Plumbing Inspector	Christopher Parks
Tax Assessor	Michael Rogers
Fire Chief/ EMA Director	Courtney Knapp
Health Officer	Vacant
Animal Control Officer	Vacant (Police Dept.)

Ballot Clerks:

Bonita Stagers, Michele Cota, Joyce Demshar, Lisa Sleight, Nancy Fowler, Janice Mildram, Deborah Lander, Janice Tingley, Jane Luce, Kristina Dyer, John Slagle, Gregory Scarselletti, Jennifer Jones, Michael Parker, Christopher Parks, John McCatherin

Appointed Boards and Committees:

Planning Board: Please note Alan Sleight served out his term and wishes not to seek reappointment.

Tim Gerencer 3-year term (moved up from 1st alternate)

Jim Benoit—1st alternate 1-year term (move up from second alternate)

Reappointment: Tim Flight 3-year term

Zoning Board of Appeals: There remain (2) 3-year term vacancies

Recreation Committee: 3-year terms)

Reappointments: Robert Duport, Joe Tutlis, Kelly Stoutameyer

Airport Advisory Committee: (3-year terms)

Reappointments: Tom Wallace, Tom Andrie

Budget Committee: (Selectmen are automatically placed on the Committee)—3-year terms

Reappointments: Robert Briggs, Audrey Parks

Board of Assessment Review: (3-year terms)

Reappointments: Deborah Pierce, Reginald Gordon

Comprehensive Plan Committee: Karen Campbell

To: Dave Cota
Subject: Planning Board Update - Current Ordinance Related Activities

Dave,

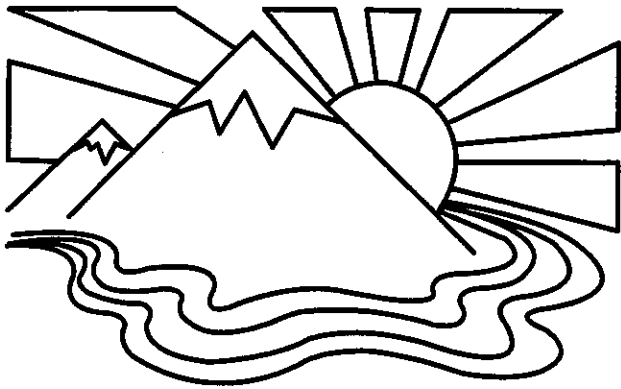
On behalf of the Planning Board,

For the benefit of the Select board, I wanted to share status on a few items that the planning Board has been working on, and they would welcome any input for that Board as they work the items forward.

1. The Planning Board has taken review of the Town's Shoreland Ordinance at several workshop sessions, using a marked-up copy of the provided by AVCOG. Circa 2014, the Maine Legislature adopted new rules that worked thru MDEP's Shoreland Standards; there hasn't been an outright mandate requiring adoption, but MDEP has started strongly encouraging that communities should adopt and be consistent with State Statutes so that there wouldn't be a chance of having to review projects under both sets of rules. There are some sweeping changes such as replacement of the 30% expansion rule with a tiered maximum footprint allowance. I have also recently reached out to MDEP staff to discuss adjustments to shoreland zone mapping in a few locations but have yet to receive a response. Once the Board is comfortable with the required changes and has considered any further revisions, they would need to hold a public hearing to share the proposed revisions with the community and put forth a request to the Select Board for placement on a Town Meeting Warrant.
 - Without understanding of any further input from MDEP, I'm not sure that this would make the timeline for the June School Budget Town Meeting though the Board has expressed interest to focus on this item and work it forward.
2. The Planning Board was asked to look into potential incorporation of Contract Zoning earlier this year. Their last meeting was a workshop with legal staff to further understand the concept and what it protects and what it requires. As the Housing Coalition noted they would pick up the tab related to legal assessment and ordinance development, an updated draft ordinance has been provided by Mark Green that the Board has not met to review together and discuss further.
 - The Board will continue review this topic and the draft ordinance provided but would welcome input from the Select Board on its importance relative to their Shoreland Zoning review efforts.
 - The Board Chair also suggested that it might be appropriate for a joint Select & PB workshop meeting to ensure respective elements are covered

Respectfully,
Chris

Christopher Parks



Town of Carrabassett Valley

1001 Carriage Road
Carrabassett Valley, ME 04947
207-235-2646
207-235-2645

To: Interested Building Contractor Developers

From: Town of Carrabassett Valley

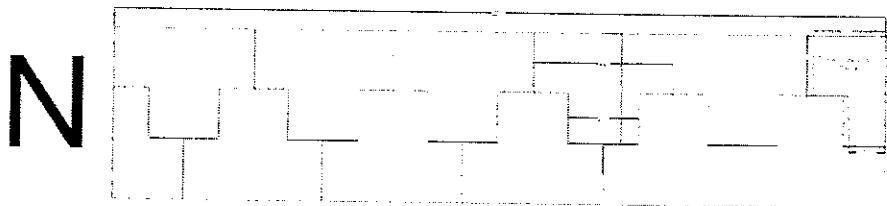
RE: Request for Proposal:

Construction of 10-unit T hangar Facility at Sugarloaf Regional Airport

Date: March 13, 2023

The Town of Carrabassett Valley is requesting interested developers to submit a proposal to construct a 10-unit T Hangar facility at the Sugarloaf Regional Airport during 2023 or within 18 months after acceptance of the RFP. In a survey conducted in early 2022 there were nine people that indicated their interest in owning a T hangar at the airport by making a refundable deposit of \$1,000 to secure a T hangar lease. A new survey will be made to ascertain current interest in T hangar space shortly.

The T hangar construction must be as such to fit within an envelope of 51' wide and 231' long. The design of the taxiways and hangar foot print size was based on Erect-A-Tube nested T hangar model N51-42. Alternative designs and construction material will be considered as long as they conform to the footprint size stated above.



The design should include a Pilots registration office located in the south east corner of the building with roughed in bathroom connected to water and sewer system via septic – pump station, and electrical utilities of 50 amp capacity similar to the one shown in the above drawing.

Below is a list of building -requirements that must be adhered to:

1. Snow Load –100 Pounds per sq ft, ground snow load
2. Wind Load – 115 mph, Min wind speed, Exposure C
3. 2015 IBC Building code
4. Maximum Height 28 feet
5. Colors:
 - a. Siding – Beige/Tan (Similar to near-by hangar)
 - b. Roof –Non painted galvalume (gray)
6. Metal siding and roof required.
7. Must have a concrete floor
8. Must have a door to cover aircraft access point and be a minimum of 40' wide (41.5' preferred) on hangars facing west. Construction of hangars facing east must have structure to support adding a door without major structural changes.
9. May require a red obstruction light at roof peak, if required by FAA
10. No external lights except-may have light at walk door but must be down light design. (limit light contamination)
11. No living quarters are allowed in hangars.
12. Hangars must be used primarily for aircraft storage and meet the requirements of FAA Order 5190.6B, Airport Compliance Handbook. Any open hangar (east facing) must only be used for storage of aircraft and associated aircraft tools and equipment.
13. Electric Service will be available via a transformer supplied by the town. T hangar developer will be able to connect to this transformer at their expense and must provide metered service to each individual T hangar with 50-amp service with electric door connected to service if applicable.
14. Must include pavement from hangars to adjacent taxiway.
15. Construction of hangars must not disturb any vegetation within 100' of the centerline of route 27 (scenic corridor)
16. The location for staging of construction materials and equipment must not interfere with airport operations or other builders and must be approved by the airport manager.
17. Engineered stamped plans will be required for the building, foundation and concrete floor design before a building permit will be issued.

Site details are available at the Town office during normal business hours, or you can contact the airport manager for details. Please note that the taxiways slope down north to south by approximately 22" and the design of the structure must take this into consideration and be discussed in the RFP.

The developer will be required to execute a land lease with the Town at a 50% reduced rate until the individual T hangars are sold. It is anticipated that a Hangar Condominium Association will be formed of the owners of the T hangars. Details are still being worked out and will be forthcoming. The developer will be required to provide a payment and performance bond on terms approved by the town.

Proposals should include a drawing with critical dimensions, a description of the construction method, vendors of major components, and selling price +/- 15% to hangar purchasers and of Pilots registration office.

Interested Developers offering bid proposals are strongly encouraged to set up a meeting with the Town Manager and Airport Manager prior to submitting proposals (please email the Town Manager (towncvtm@roadrunner.com) or call the Town Office (235-2645).

All proposals must be submitted to the Carrabassett Valley Town Office no later than 1:00 p.m. May 1, 2023. The town reserves the right to accept or reject any or all proposals and to negotiate with the bidder deemed to have provided the proposal that is in the best interest to the town. Please refer all questions to Airport Manager Tom Wallace at 207-350-1415 or tlwcfii@yahoo.com.