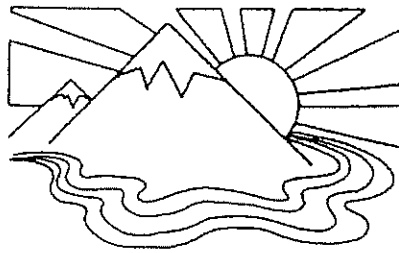


**Carrabassett Valley Select Board Meeting**  
**4:30 p.m. Monday May 15th, 2023 at the Town Office**



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](mailto:townofcv@roadrunner.com)) during normal business hours.

Join Zoom Meeting:

<https://us02web.zoom.us/j/5312682243?pwd=TGxrUExKcXdqQTdlZUZhYUVteG5GZz09>

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: #16 (\$32,953.96), #18 (\$30,656.94) and #20 (\$31,852.51)

Review and sign Expenditure Warrants: #17 (\$122,699.48), #19 (\$41,335.21) and #21 (\$22,295.35).

## **AGENDA:**

**1. MINUTES** of the previous meeting (April 10th, 2023) are attached.

**2. DAMAGE FROM THE RECENT FLOOD:** We have inventoried the damage that includes damage to the Narrow-Gauge Pathway and to a portion of the "Town Lot Road" (just beyond the warming hut). We provided cost estimates for repairs to both locations to Franklin County E.M.S. that get forwarded to F.E.M.A. We estimate the total damage to both sites to be approximately \$114,500 (including \$52,000 for new concrete arch culverts) although it is difficult to estimate the damage prior to actual reconstruction. Both Franklin County and the State have now met certain dollar thresholds to public infrastructure to be eligible for FEMA funding. As we understand it, the Governor has to ask the President for a disaster declaration the process we hope to hear from soon. Meanwhile, we need to get the repairs made. We have put the repair work on the Narrow-Gauge Pathway out to bid (see below).

There is damage to the extension of the Town Lot Road in the interior of the Public Lot (above the warming hut). It's probably less than \$10,000 and we will attempt to get that repair completed as soon as the road is dry enough to access.

Bids for the Repairs on the Narrow-Gauge Pathway: Bids from two contractors are expected due at 10:00 a.m. on May 15<sup>th</sup>. A copy of the bid specs are attached along with pictures of the damage that correspond to the ten damaged sites (from top left to right). We will open bids on the morning of May 15<sup>th</sup> and hope to determine work schedules. The bid is based on "in place unit pricing" which should take the guess work out for the contractors and the Town (contractor will be paid on actual units installed). Hopefully, work on the Narrow Gauge can happen soon and may mean shutting down the trail during the reconstruction.

In our request for FEMA funding, we are proposing to replace four sets of culverts that are located in high flood prone areas with concrete arch culverts to hopefully avoid future flood damage. The area near the Huston Brook Bridge is very flood prone and a permanent fix is complicated and potentially very expensive. This area floods somewhat easily but is easily accessible and usually relatively inexpensive to repair (less than \$2,000).

**3. SCHOOL BUDGET TOWN MEETING WARRANT AND DATE:** The School Committee is meeting on May 16<sup>th</sup> to finalize their recommended 2023/24 budget. They have indicated they wish to hold the Town Meeting on Tuesday June 13<sup>th</sup>. We hope to have a Town Meeting Warrant soon for the Select Board to sign (and agree to a date). If the meeting is to be held on June 13<sup>th</sup>, we should post the Warrant by the end of this month which will necessitate a Select Board meeting.

**4. CONSIDERATION OF APPROVING THE RECREATION COMMITTEE "RESOLUTION":** Based on the discussion at the last Select Board meeting, the Recreation Committee has agreed to a change to this Resolution that identifies the Recreation Committee's responsibilities. The change includes the language "advising the Select Board in the conceptual development of new Outdoor Center major capital projects". A copy of the Resolution is attached.

**5. HOUSING COALITION PUBLIC INFORMATIONAL MEETING IN CARRABASSETT VALLEY:** The Coalition is holding Informational Meetings with the first to be held in Carrabasset Valley at the Library on Wednesday May 24<sup>th</sup> @ 4:30 p.m. Please see attached newsletter and related information.

#### **6. INFORMATIONAL:**

The Adaptive Outdoor Education Center and Sugarloaf are discussing the possibility of developing a Nordic Biathlon course and program at the Outdoor Center. This is currently in the discussion stage but our understanding is that this program will be open to the public and they will be requesting some matching funds from the Town. The Recreation Committee will be involved when a preliminary proposal is developed.

A University of Maine Student Engineering Group has completed a very detailed final report on building a roof over the Outdoor Center ice rink (for which we are very thankful!). The report may be very helpful in future planning for a potential project and may be reviewed by the Recreation Committee and a small group that has been looking at a potential project. Not surprising, their “final opinion of costs” indicates a cost of \$3,704,290 for a wood structure and \$961,070 for a steel roof structure.

Potential Town/Sugarloaf Bus Wash Facility Project: Select Board members Karen Campbell and Jay Reynolds and the Town Manager along with Sugarloaf Explorer Manager, Bill Aikey, recently visited the new bus wash facility at the Western Maine Transportation building in Auburn. As you know, the Town and Sugarloaf have a total of \$300,000 in a Town Reserve to help fund this project. We hope to meet with Town and Sugarloaf representatives in the near future to discuss possible site locations for the project and how to proceed with planning for what is likely to be a 2024 project.

Accessory Dwelling Units: In a response to the State-wide Housing Crisis, the last legislature passed legislation to allow one accessory dwelling unit (ADU) on any lot with a single-family dwelling on any place in Maine. This does not however, pre-empt private subdivision regulations that prohibit it. This law takes effect July 1st. The law does not however, prohibit Airbnb’s from this ADU. Please see attached info.

The Cardboard Compactor is now operational at the Transfer Station!!

## Minutes of the Select Board Meeting

April 10, 2023

Location: Carrabassett Valley Town Office Conference Room

Time: 4:30-5:45

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

Others Present: Deb Bowker, Dave Cota, Josh Tausus, Jean Luce, John Slagle, Annie Twitchell

Remote: Sue Davis

Chair Bob Luce opened the Thursday, April 10 Carrabassett Valley Select Board meeting at 4:30. The Board approved the corrected March 16 minutes, moved by Karen Campbell, seconded by Lloyd Cuttler.

### *History Committee:*

Town Manager Dave Cota reported that he has contacted Mike Stein at Pierce Atwood to check out the contract with Down East Books for publishing the Carrabassett Valley History Committee's book on Carrabassett Valley history, which he has read and found it to be impressive. The contract review will cost \$500-\$1,000, not a huge amount of money. Down East, Books is a very reputable company. Cota also reported that the use of the money coming back from the publisher will be determined in the future.

Stein will get back to the Town by the end of the week. The contract is with the Town as fiscal agent and therefore needs Select Board approval. A motion to sign the contract subject to a positive review was made by Jay Reynolds seconded by Karen Campbell and passed unanimously.

Jean Luce reported that the committee was very happy with the work, that finding a publisher was the biggest thing after finding their "gem of an author," who has done "quality work at a not-brutal price," noted committee member and Select Board member John Beaupre. Luce reported that their biggest concern going forward is meeting the publisher's deadlines, primarily for providing the photos, how many, what goes where, maps, and indexing.

The board expressed Kudos to the committee and its chair and for the author's quality work.

### *Fenwick bid for parking lot in Stoney Brook*

There were 6 bids for building the trailhead parking lot at Stoney Brook. Fenwick's was the lowest at \$49,220 and met all the specifications. The lot will hold 15-20 cars. The Town is the fiscal agent for this project so therefore needs to approve the contract for the CR-NEMBA club, which will raise the money.

The club hopes to see the project finished by the end of June. All the permits from LURC are in place, most of the landowners are on board. Trail Supervisor Josh Tausus noted that there will be additional expenses involved, including building the privy, kiosk, driveway sign, etc., which would bring the total cost of the lot closer to \$60,000.

The club is well on the way to raising half of the money toward the 100% match they need to qualify for TIF funds. Awarding the contract helps the club move the project along.

Lloyd Cuttler moved approval of Fenwick's bid, seconded by Jay Reynolds, which was approved unanimously.

Commenting on how quickly LURC approval was given, Tausus mentioned that they had received special help. It was noted that the parking lot was on State-owned land acquired from the Huber Corp., which also previously owned 550 acres in Carrabassett Valley. This "Wyman State lot" and the State 550-acre lot in Carrabassett Valley are not part of the Bigelow Preserve management plan.

### ***E-bikes use on OC trails***

The CVTC recommended continuing approval of E-bikes on the Outdoor Center trails. It continues not to be approved on the Narrow-Gauge Pathway that is designated non-motorized. Beaupre moved approval, seconded by Cuttler and approved unanimously.

### ***Allspeed Sublease***

Regarding the Sugarloaf sub-lease to Allspeed bikes at the Outdoor Center, which requires the Carrabassett Select Board to approve, Reynolds moved to approve the lease, seconded by Cuttler. The motion passed unanimously.

### ***Airport paving***

Cota introduced this as a complicated issue, which he proceeded to outline. The Town approved all aspects at Town Meeting in March, but components needing approval by the Select Board are on a State and Federal schedule. The only item the board needs to approve at this time is the engineering contract with Hoyle, Tanner Airport Consultants of \$63,220.

The Town conducted the FAA-required 'Independent Cost Analysis' to establish that cost was within 10% of FAA standards. It came within 1%, with one item looking high. This went to the FAA, which approved it. Reynolds moved to approve the contract, seconded by Cuttler. The motion was approved unanimously.

The Town has received bids for the pavement crack sealing work, the lowest of which was \$73,500 from ProSeal, LLC of Waterville, which combined with Hoyle Tanner's \$63,220 makes the total cost of the project \$132,200. Now that these costs have been established, the State and FAA grant applications, which have been completed and submitted, can be approved.

Cota expects to receive the "grant offer" in June or July, which the Select Board will then be asked to authorize. There is still itemization in multiple categories that needs to be completed. There is always a small risk that the grants won't come in.

Cota noted that the Town is responsible for \$16,215 of ineligible costs to fix a considerable frost heave in the pavement by the hangars. There is sufficient money in the Airport Reserve Account to cover that.

### ***Donations to nonprofits***

Cota presented a list of organizations and events to which Carrabassett Valley has given funds in the past and some that have requested funds to date, noting that more will be coming in at which point he will come back to the Board for their approval:

1. American Red Cross: no request so far
2. Androscoggin Home Care & Hospice: May be being funded by the County

3. Ski Club Golf Tournament. (formerly Ayottes): \$200
4. CVA Scholarship Fundraiser: \$250 paid in Feb. when they do their annual fundraising; there may be future requests
5. Franklin Health Network: \$800 from the benefit golf tournament.
6. Healthy Community Coalition: Haven't heard from them in a few years. [They do still exist.]
7. Kingfield Pops: \$1,000 as a placeholder. Haven't received a request but know they're back in business.
8. Kingfield Little League: Funded through Rec Dept. budget. Deb Bowker explained that they've changed their name to the Cal Ripken League and expect to hear from them. The Rec. Board is planning on a \$400 donation
9. Life Flight of Maine: \$673 is based on population at \$1/person. Pop. down from 781!
10. Maine Development Foundation: \$150
11. Maine Huts and Trails Map: paid through Rec Dept.; funds actually going to the CRNEMBA bike map that is published annually.
12. Maine Public Broadcasting: \$100
13. Maine Ski & Snowboard Museum: \$1,000 up from \$100 because it is now in Carrabassett Valley. Intended for general operations and telling stories from the Valley, now that they are in the Valley
14. Maine Tourism Association: haven't heard from them yet
15. Penobscot Indian Nation Youth Programs: Cuttler and Campbell mentioned their interest in continuing conversation with the Tribe.
16. Safe Voices (Formerly Abused Women's Advocacy): \$350
17. Senior Plus: County funded
18. Sexual Assault Prevention and Response: Haven't heard from them yet.
19. Sugarloaf Marathon: \$500
20. Carrabassett Summerfest: \$2,000. Organizer Karen Campbell noted that last' year's actual 50<sup>th</sup> celebration didn't do as well as expected because of the heat thus she's requesting an amount greater than the annual \$500.

Reynolds moved approval of \$7,023 of totally noted requests, seconded by Cuttler. The motion passed unanimously.

#### ***Additional appointments***

Carrabassett resident Pem Huddleston approached John Beupre about being on the budget committee. He's in the financial management field and would be a good choice. Beupre nominates Huddleston for the Budget Committee, seconded by Luce. The motion passed unanimously.

Androscoggin Valley Council of Governments (AVCOG) usually has two appointments from member towns to its General Assembly, one elected, one appointed. A Select Board member would be the elected representative. Cota points out that Carrabassett Valley CEO Chris Parks is the logical choice to be appointed. Parks is using AVCOG quite a bit as the Planning Board is doing an extensive review of its ordinances and shoreland zoning. Campbell moved to nominate Parks, seconded by Beupre and approved unanimously.

Cota mentioned that AVCOG is giving Carrabassett an award April 26 for the concrete bridges it has recently replaced using its forestry funds, which AVCOG considers creative in the area of

non-motorized transportation. Bowker noted that AVCOG has been helpful with tourism grants and special projects.

***Recreation Committee resolve***

In a review of the Town’s codified ordinances, committees, boards, etc., by an intern, Cota explained that he and intern found nothing regarding ~~on~~ the Recreation Committee. It appears that it had morphed from an earlier Conservation Committee, which had a lot of documentation.

Cota explained that there are two ways to handle this: to pass a resolve/resolution making up the committee that is then approved by the Select Board or to take it to Town Meeting to be approved as an ordinance. The resolve would be less complicated as changes can then be handled by simple Select Board action.

Cota and Rec.Com. Director Bowker have worked on defining the committee with a resolution, which the Rec. Com. then worked on for a good part of the last year and now has full consensus with the resolution presented to the Select Board.

Cota noted one change, which he has discussed with the chair of the Committee, that the Committee be involved with “advising the Select Board in the Conceptual Development of new Outdoor Center major capital projects”. That would help clarify responsibilities for the Select Board. The Committee chair has agreed to take this up with committee members to make the adjustment.

The Board agreed that it would wait until the Committee returned with the change before approving.

***Informational***

Tim Flight has agreed to spearhead town cleanup day May 13. His contact information is included for those interested in helping: [xwbtra9m@duck.com](mailto:xwbtra9m@duck.com), (207) 619-2943 to obtain a section of Rt. 27 for clean-up.

On mowing bids and clean-up, Jeff Jacques doesn’t want to continue and has talked to Nate Kendall about taking over his contract. Dave DeLuca has also been mentioned. Cota asked the Board if it would like to send out bids for the work or simply contact Kendall for assuming Jacques’ contract. Cota will confirm references, equipment, insurance, etc.,. Town Clerk Wendy Russell has Kendall’s contact information.

Based on comments about Kendall’s work, the Board asked Cota to follow up with Kendall and if that failed to consider putting it out to bid again.

***Town work plan***

This is Cota’s annual review of the Town’s major, non-operational plans and projects with the Select Board.

1. **Penobscot Nation relations:** the Town continues to work with the Tribe seeking public access to trails. A small group of people is working on that.
2. **Bus wash facility.** Not much will happen until the middle of May. The former check-in center area is still under consideration. The fire station has also been considered. Costs associated with sewer, water are a factor. Construction of a similar facility at Western ME Transportation in Auburn has taken longer than expected. When completed, a road trip to see the facility and meet with Western ME might be advisable.

3. **Outdoor Center:**

- a. **Painting the Outdoor Center and Golf Course club house:** Jeff Jacques had an agreement with the Town last summer to do the carpentry work at the OC, which he'll start as soon as snow is gone. Painting contractors are in place to paint this year.
- b. **EV chargers:** grants and a contractor are in place for this to happen this summer.
- c. **New wax building:** Sugarloaf has committed to doing this this summer, exactly where the old one is, which is rotting on the bottom. Town will pay for materials.
- d. **Hydrology study for Outdoor Center Pond:** to determine feasibility/sustainability and requisite permitting for using water from the pond for potential snowmaking for the Nordic ski race course. There is hope that the study will be finished before Fall.
- e. **2.5 k addition to race trail:** Sugarloaf held preliminary discussion last week with the Rec. Com. on a proposal to develop a 2.5 kilometer addition to the Nordic ski race course. It would have to go to Town Meeting for approval for cost sharing between Sugarloaf and the Town, Town costs probably to come from the Rec. Com. reserve.

4. **Mt Bike trail development:**

- a. **Continued development of the Stoney Brook Trails:** signage and trailside improvements are ongoing.
- b. **Bike pump track:** The bike club continues its search for a site.
- c. **Stony Brook parking lot:** See above.

5. **Golf course project:** Town approved annual funding of \$45,000 getting us within \$240,000 for capital improvements. The Greens Committee has recommended approximately \$160,000 in capital improvements and repairs in 2023 of greens, cart paths and additional electronic equipment for the irrigation system. Golf course staffing and contractor availability will determine how much of these improvements will be completed in 2023.

6. **Comprehensive Plan:** The consultant has been selected. The committee is waiting for a start date.

7. **Property tax in-house revaluation:** This will be a "market adjustment" rather than a full-scale re-evaluation of going out to each property. Homeowners will see the results on their tax bills in July.

8. **Airport-related:**

- a. **Hangar project:** The contractor is trying to get local help so he doesn't have to bring in a crew. The three larger hangars will be built this summer. The same contractor may or may not be willing to do the others. This is a difficult project to move forward as the developer sits on the units until they are sold.
- b. **Airport crack sealing project:** See above.

9. **AGC Projects:**

- a. **Replace damaged siding:** caused primarily by bucket loader removing snow. There is a question of going just beyond the entrance or all the way to the end of the building. There will be a color difference because of the materials used. The AGC committee will be looking at it. The flower bed was put there to prevent further damage.



- b. **Boiler:** The AGC Committee will review cost estimates and the need for replacement of the boilers. Bob feels there is no need to replace it re efficiency. The boiler could last 20 years unless there's something that's happening with it.
- 10. **Regional Housing initiative:** The Town is currently working with the State legislature to determine if legislation regarding the Town's "State" public lot can be amended to allow housing on a small portion of this lot.
- 11. **Harvesting on public lot:** This takes place for the next two years, outlined in the latest Forest Management Plan, shown in the Town Report. A public informational meeting prior to wood harvesting will take place this summer, prior to operation.
- 12. **New "mini pumper" fire truck:** The Fire Dept. is waiting for delivery, probably this summer.
- 13. **Town Park projects:** (Recreation Director/Committee)
  - a. Possible gas line change and new walkway to the pavilion
  - b. Design, layout and purchase of awnings for the pool—place to get out of the sun, not over whole facility,
  - c. Repair/Replace the seating by the planter at the edge of the riverbank
  - d. New pool heater, in the budget.
  - e. (The committee has welcomed two new members: Erica luce and Joe Tutlis.)
- 14. **Town office:** New copier and new phone system purchased and installed.
- 15. **Project canopy grant reimbursement:** Payment for Forest Management Plan on the Jones lot
- 16. **Finish library log project:** A little bit of metal work needs to be done.
- 17. **Other:**
  - a. **Caribou Pond Road:** Cota has had talks with Sugarloaf and the State about the deplorable condition of the bridges, which might amount to an over-\$300K project. Sugarloaf owns land near the pond and is considering recreation development that could include bike trails, boat landing.
  - b. **Net energy billing:** The Town is looking at a possible 15-20% reduction in electric bills for town facilities. A bigger project with Sanitary District is on the radar, though not this year.
- 18. **Larger projects:**
  - a. Par-3 golf course. Planning ongoing
  - b. Snowmaking at OC
  - c. Outdoor Center roof for ice skating rink: UMaine about to wrap it up in June
- 19. **Still out there:**
  - a. Purchase of Dead River Land adjacent to town park: could be accomplished by giving a tax benefit to Dead River, which gains by eliminating liability of its present ownership
  - b. ADA compliance issue at the Golf Course and Outdoor Center: Tom Butler is working on it.

## **FOIA**

The town has received its bi-annual notification for town employees and volunteers to sign Freedom of Information Act paperwork as public officials. After reading the material, they need to return the necessary signed page to the Town Clerk.

Campbell moved to adjourn the meeting, seconded by Reynolds. The motion passed unanimously,

Respectfully submitted,

Sue Davis, Secretary.

**Town of Carrabassett Valley**  
**Bid Requests for work related to flood damage**  
**May 2023**

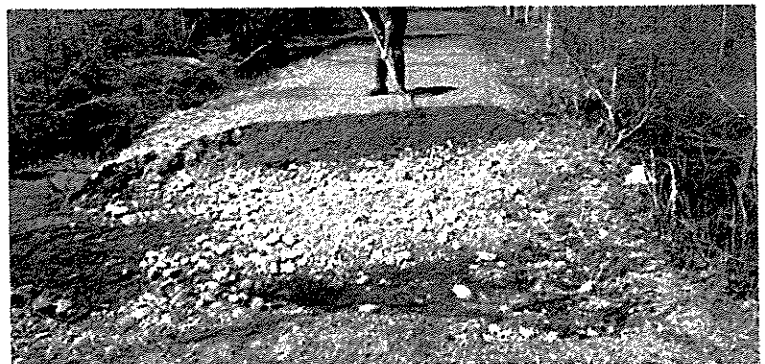
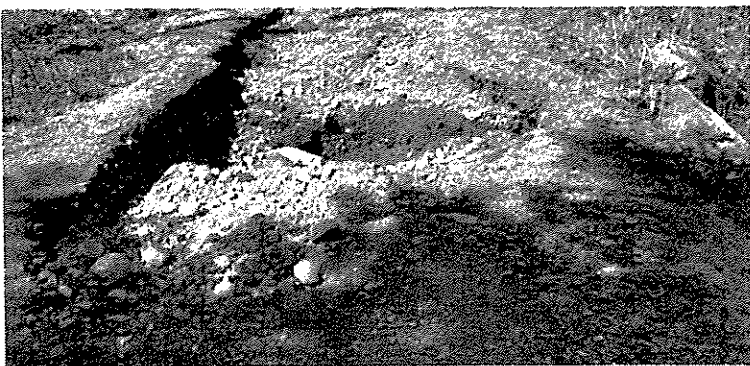
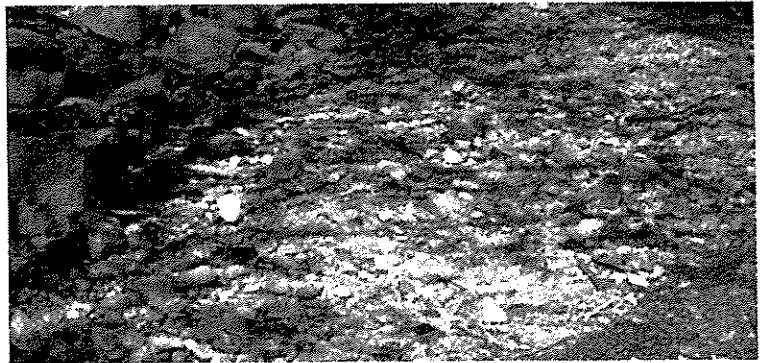
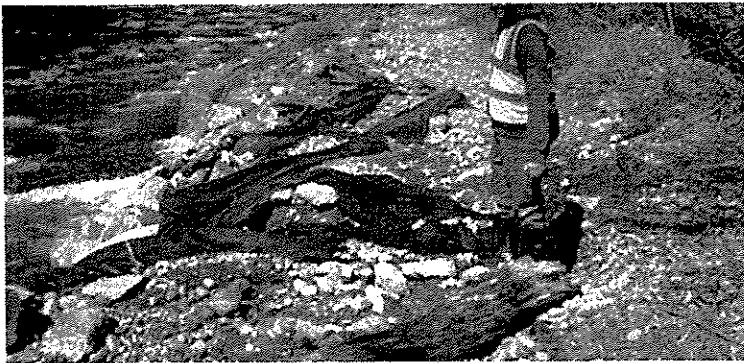
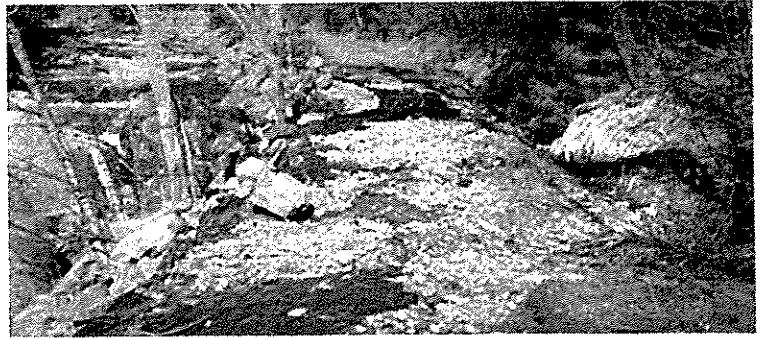
The Town of Carrabassett Valley is requesting bids for repairs to the Narrow-Gauge Pathway as per the attached information. We are requesting In Place Unit Pricing for the repairs with the exception of culvert and other work (ditching, etc.) that will be invoiced on a per hour basis. The information on the attached sheet contains estimated quantities which you must provide the in-place unit pricing for. Please note we do not guarantee these quantities and they may be less than or exceed the estimates. Please fill out the attached bid form.

The Town of Carrabassett Valley reserves the right to accept or reject any or all bids and accept the bid that is deemed to be in the best interest of the Town based on perceived experience, equipment necessary to complete the work and the schedule of completion. We may ask bidders to provide a list of equipment to be used for the work.

We may also ask to see the rip rap rock that is proposed to be used. It is expected that the rip rap rock will be 2' or more in size and angular (not round) to bind together in place.

**All bids are due no later than 10:00 a.m. Monday May 15<sup>th</sup>, 2023.** Please contact Town Manager Dave Cota with any questions you may have. Thank you.





## Resolution

**WHEREAS**, the Town of Carrabasset Valley historically supports a Recreation Committee for the purpose of serving in an advisory capacity to the Town Select Board, Recreation Director and supports the Recreation Department in its overall mission.

**NOW, THEREFORE**, the Town Select Board of the Town of Carrabasset Valley does **RESOLVE** as follows: There shall be a Recreation Committee consisting of 7 community members and organized as follows:

### **Appointments**

All vacancies shall be recommended by the Recreation Committee and appointed by the Town Select Board.

### **Leadership**

The Committee shall annually elect a Chair while the Recreation Director will be responsible for taking and distributing all correspondence inclusive of setting agendas with the overall committee.

### **Organization and Procedures**

A majority vote is required to approve recommendations that are brought to the Committee.

### **Meetings**

The Committee shall establish regular dates and times for its meetings. Meetings shall take place at the Antigravity Complex unless otherwise noted.

### **Mission**

The Committee shall make recommendations to the Select Board and Recreation Director in terms of Recreation planning, Parks, Facilities and Programs. The Committee shall be notified of any ongoing or new discussions involving the Town administration- in terms of recreational development projects prior to any commitment and agreements on the Town's behalf.

"The mission of the Carrabasset Valley Recreation Department is to provide diverse year-round leisure opportunities through the preservation of open space, park settings, recreational facilities and programs for the citizens of Carrabasset Valley. The benefits of leisure services are especially designed to meet the physical, mental, cultural, and social needs of our residents and visitors to our community, while enhancing the overall quality of life in Carrabasset Valley."

## ROLES & RESPONSIBILITIES OF THE RECREATION COMMITTEE

- A. Assist with the implementation of the Recreation Department goals.
- B. Advise on services, programs, staffing, volunteers, and special events administered through the Recreation Department.
- C. Advise The Select Board and the Recreation Director regarding policies, procedures, rules and regulations relating to Town owned recreation facilities, parks, trails, open space, programs and services inclusive of rates and fees.
- D. Assist in collecting and disseminating information regarding the parks and recreation facilities & programs available to the community.
- E. Assist in assessing present and future needs of the Town with respect to recreation, special events, volunteers, programs, services, parks, open space preservation and facilities as needed.
- F. Assist and advise The Select Board and Recreation Director in the update, administration and implementation of Recreation related Comprehensive & Master Planning.
- G. Oversee the maintenance of Town owned Recreation Areas.
- H. Oversee the hiring of recreation staff and contractors throughout Town owned Facilities.
- I. Oversee & provide recreation programming at Town owned facilities such as the Antigravity Complex, Riverside Park/Pool, Outdoor Center, Golf Course & C.V. Trail Network & Trail Crew.
- J. Provide recommendations for grant funding opportunities i.e., Land & Water Conservation, Recreational Trails Program and Bikes Belong.
- K. Provide "accessible and inclusive" multi-generational programming.
- M. Review & Recommend to the Select Board, Recreation Director and Citizens finances related to Recreation facilities.
- N. Review & Recommend to the Select Board, Recreation Director and Citizens potential facility acquisition, development, maintenance, and operations including advising the Select Board in the conceptual development of new Outdoor Center major capital projects.
- O. Review & recommend to the Select Board, Recreation Director and Citizens regarding Recreation Endowment Account requests.

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**'PASSED, APPROVED AND ADOPTED this            day            of**  
**2021, by the following vote**

**Workforce Housing Coalition  
The Carrabassett River and Flagstaff Region of Western Maine  
May 2023**

We wanted to find a way to share the work our Coalition is doing and decided to put together this short newsletter that we could share with our friends and interested citizens.

**A Little History**

The Workforce Housing Coalition started its work in 2021 when a group of citizens and municipal officials from Kingfield to Stratton-Eustis came together over concerns that housing costs were making it more difficult for employers to fill vacant positions and for young people to settle in our region and build their lives here.

In the fall of 2021, the Select Board in Carrabassett Valley used \$20,000 of ARPA funds and hired Camoin Associates, an Economic Development Research Company to study the issue. To no one's surprise the study confirmed what many of us were concerned about. Many workers in our region are either commuting long distances or spending far more on housing than they can afford. Of the approximately 1100 workers in our region about 36% or about 400 workers are commuting more than 25 miles to work here, and 285 households spend more than 30% of their annual income on housing. (Data collected in housing study by Camoin Assoc.)

In the fall of 2022, the Franklin County Commissioners awarded the Coalition \$308,275 in funding to get started. The group is now formally incorporated as a 501(c)(3) not-for-profit corporation and is working to build workforce housing in the region.

**Senators Collins and King agree to submit our request for \$1.5M in Congressionally Directed Spending (CDS) to the Senate Appropriations Committee**

We were elated to learn recently that both of our Senators have agreed to submit our \$1.5 Million request for funding to the Senate Appropriations Committee to construct workforce housing in our region. Although a long way from a done deal, having both our Senators support the work we are doing indicates that they recognize the importance of providing housing for employees and their families that is within the financial means of workers.

If we are fortunate enough to receive a CDS appropriation, we would learn about it in the fall, and it would be available in the spring of 2024. This lines up perfectly with the timeline to begin construction of our first project as soon as the spring of 2024.

**Board of Directors**

John Beaupre,  
President

Paul Peck,  
Vice President

Tom Hildreth,  
Treasurer

Susan Davis,  
Secretary

Cynthia Orcutt,  
Kingfield

Lloyd Cuttler,  
Carrabassett Valley

Ben Defroschia,  
Coplin

Jed Whiting,  
Eustis

Mike Lassel

Tim Gerencer

Charlie Woodworth

Tim O'Neil

Barbara Larson

Executive Director  
Mark Green



### Public Informational Meetings

As the Workforce Housing Coalition Board work progresses, the need to share its work publicly has become important. With that in mind, the Coalition is scheduling public informational meetings from Kingfield to Stratton-Eustis.

The first will be in Carrabassett Valley at the Library on Wednesday, May 24th @ 4:30 PM. At this meeting we will review the need for workforce housing in our region, summarize our efforts to address this need and do our best to answer questions people have.

### Architect Selected

The Site Selection and Building Committee has hired Kaplan Thompson Architects to help us do some preliminary building and site designs that we can show the public, employers and others. Kaplan Thompson has experience building workforce housing in other locations in Maine. Their preliminary designs will be just that “preliminary.” We plan to hold community meetings early in the process and to integrate comments from the public, employers, communities, and potential tenants and buyers before finalizing designs, which may be different in different parts of the region.

### Coalition Efforts to Find other Locations for Workforce Housing

The Coalition continues to look for other property in addition to the 7 acres that we secured a purchase and sale agreement for in Kingfield back in December of 2022. One site will not allow us to meet the housing needs of workers, which we feel is critical to the future economic and social wellbeing of our communities. The Camoin study estimated that we need between 104 and 312 units of year-round housing and an additional 225-338 units of seasonal housing.

Starting this process back in 2022, I don't think any of us thought that finding land would be so difficult. Much of the land in our region is remote, already developed or just not suitable. We have tried to focus on available land where workers could walk to services like grocery stores and easily find transportation.

We have met a couple of times recently with Karl Strand, the General Manager of Sugarloaf, our largest regional employer, to discuss the possible use of property at Sugarloaf. Karl has been very supportive of what we are doing. They are now reviewing the property they may have available that is not needed for snowmaking infrastructure or other operations. We plan to get together with him again in a couple of months and hope to come up with a parcel that can be used for workforce housing.

We are also actively looking at a privately owned site in Carrabassett Valley and a site in Eustis that is owned by the Town. Hopefully more about those in future newsletters.

# Accessory Dwelling Units

## 30-A MRSA §4364-B

This section essentially allows any lot with a single-family dwelling in an area where housing is permitted to have one accessory dwelling unit (ADU) as well, effective July 1, 2023. That ADU can be within the existing home, attached to it, or in a new structure. Municipalities may also allow existing accessory structures to be converted into an ADU.

An ADU allowed under this law is exempt from zoning density requirements. In reviewing an ADU, the setback and dimensional requirements for a single-family home continue to apply unless the municipality makes them more permissive for an ADU. For ADUs in an accessory structure, the setback and dimensional requirements for such a structure apply.

### **ACCESSORY DWELLING UNIT PARKING**

Additional parking requirements for the ADU beyond those required for the single-family dwelling are not permitted.

### **ACCESSORY DWELLING UNIT SIZE**

ADUs must be at least 190 square feet in size. Municipalities may set a maximum size for ADUs in local ordinance.

### **OTHER MUNICIPAL POWERS**

Municipalities may establish an application and permitting process for ADUs provided it is consistent with this section. Municipalities may also define ADUs, as long as the definition is consistent with state law in Title 30-A, §4301. 1-C. In addition, municipalities may establish requirements for ADUs that are less restrictive than those in this section, such as allowing more than one ADU on a lot or allowing an ADU for two-family or multifamily dwellings.

## **SIMILARITIES AND DIFFERENCES FROM OTHER SECTIONS**

**LIKE SECTIONS 4 AND 5**, shoreland zoning still applies, as do requirements to verify adequate water and wastewater capacity.

**LIKE SECTION 5**, private parties are permitted to restrict the number of housing units on a lot, including ADUs, in a private easement, covenant, deed restriction or other agreement provided the agreement does not violate State or Federal rights such as equal protection.

**UNLIKE SECTION 5**, one ADU for each single-family dwelling does not count towards any rate of growth ordinance as described in §4360.

**UNLIKE SECTIONS 4 & 5**, additional parking cannot be required for an ADU.

# What Can Be Built On This Lot?

## ON LAND WITH ZERO EXISTING UNITS

In a growth area consistent with section 4349-A, subsection 1, paragraph A or B, with public water and sewer in municipality without a comprehensive plan

Up to 4 dwelling units, detached or attached

Outside growth area

Up to 2 dwelling units, if attached

## ON LAND WITH ONE EXISTING UNIT

Up to 2 additional dwelling units

Choose:

- a. One unit within or attached
- b. One unit detached
- c. One of each

1 accessory dwelling unit

Exempt from:

- a. Rate of growth ordinances
- b. Additional density area/standards
- c. Additional parking requirements

## ON LAND WITH TWO EXISTING UNITS

No new structure may be built unless allowed under local ordinance

### PRIVATE, STATE OR LOCAL STANDARDS SUCH AS THESE MAY APPLY:

- Home Owners Association regulations
- Deed restrictions
- Lot size, set back, density (not greater than single family)
- Septic requirements
- Minimum Lot Size
- Additional Parking requirement
- Growth ordinance permits
- Shoreland Zoning
- Subdivision Law

### PRIVATE, STATE OR LOCAL STANDARDS SUCH AS THESE MAY APPLY:

- Home Owners Association regulations
- Deed restrictions
- Lot size or set back requirements (not greater than single family/existing accessory structure)
- Septic requirements
- Shoreland Zoning
- Other locally determined ADU standards (e.g. maximum size, rules regarding short term rental, etc.)

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