

**South Berwick
Town Council Meeting
December 13, 2022**

Chair Mallory Cook called the meeting to order at 6:35pm. Councilors present included John James, Jeff Minihan, Jessica Cyr, and Melissa Costella. Town Manager Tim Pellerin and Assistant Town Manager Jennifer Janelle were also in attendance.

Approval of Minutes

1. Town Council 11-22-22: On a motion by Mr. Minihan, seconded by Mr. James, it was unanimously voted to adopt the minutes as written.

Treasurer's Warrant

1. On a motion by Mr. James, seconded by Mrs. Costella, it was unanimously voted to sign the warrant dated December 8, 2022 in the amount of \$938,062.52. Note was made that this warrant includes the monthly school payment of over \$728,000.

Reports & Presentations – Tax Increment Financing

Denise Clavette, Economic Development, and Shana Cook Mueller, TIF Attorney, presented the Council with both, the amendment to the Punkin Town TIF and the new Transit Oriented TIF. Ms. Mueller explained the basics of TIF's and how they can work as an economic development tool. TIF's are also a great way to 'shelter' tax dollars for specific projects. Calculations show that South Berwick is currently only capturing about \$.31 per dollar. (Remaining \$.69 is taken by school, state, and county.) Mrs. Clavette made note that projects that would have been paid for out of the general fund may, in part, be paid for from the TIF funds. This would save taxpayers significant tax dollars on projects that would be funded anyway.

The Council also discussed changing the name of the Punkin Town Road and CMP Corridor TIF. Punkin Town (or Punkintown) makes a historical reference to the area and was considered important, and should not change.

On a motion by Mrs. Cook, seconded by Mr. James, it was unanimously voted to change the name to the Punkintown (specifically one word) Business Park Omnibus Municipal Development and Tax Increment Financing District Development Program.

The goal is to get the TIF's approved by the state in time to aid in our budgeting process for the upcoming year.

Public Comment

1. None.

New Business

1. On a motion by Mr. James, seconded by Mrs. Costella, it was unanimously voted, with regret, to accept Hilda Howell's resignation from the Library Advisory Board.

2. Manager Pellerin gave the Council an update on services with York Ambulance. Ambulance services across the state are facing significant funding and staff issues. Due to staffing costs and the loss of revenue for non-transport, York Ambulance is looking at triple digit rate increases. They only want to deal with a five-year contract, which would see our costs (now at \$111,000/yr) rise to over \$272,000 in year one to over \$315,000 in year five.

Mr. Pellerin noted that we will have to make some hard decisions about how we will proceed. He stressed the need for the proposed state funding, which would only be a short-term stop gap. He went on to say that he and the Fire Chief are in the process of reviewing the feasibility and potential costs of bringing an ambulance service in house.

Councilor Comments

1. Mr. James:

- Kudos to the Home for the Holidays Committee; they did a great job.
- Merry Christmas and happy holidays.

2. Mrs. Costella:

- Gave a shout out to the PWD for the nice job done during our first snowfall.
- Wished everyone a Merry Christmas.

3. Ms. Cyr:

- Made note of the flu shot clinic at Marshwood.
- Asked the other Councilors if there was any interest in making any nominations for the Spirit of America Award.
- Asked for the status of the town hall project. Mr. Pellerin stated that he was working on the RFP for the building assessment.

4. Mr. Minihan:

- Asked if we were fully staffed at the PD. We are down one officer.
- Asked if we were ready to proceed with transfer station stickers. Mr. Pellerin stated that there is a chance that we may not need them, but we will be prepared to start issuing them after the first of the year if necessary.
- Asked if there had been any progress made with the Paul Street parking issue. No.
- Asked for the status of the ordinance language for cannabis and solar farms. Consensus of the Council is to hold a joint workshop with the Planning Board on Tuesday, January 17th at 6:30pm at the Police Station.
- Made note of the nice job done on Home for the Holidays.

Town Manager's Report

- Highway: Roadside mowing continues. Have hauled 240 loads of leaves from the Transfer Station. The crew was out at 1:30am handling the first snowfall.
- Police: 2 arrests, 6 accidents, and 61 traffic stops. Officers have completed Narcan training and will now have it in each cruiser. Several officers attended training from Unitil. Unitil has grants available for first responders.
- Fire: 22 calls; bringing the years total thus far to 395 calls. The Department was honored to participate in a Make-A-Wish presentation to a young boy in town that wanted to go to Disney. A group of firefighters and Mrs. Claus delivered the news to the family. Capt. Chute is updating the driver training logs. The Department is ready to go live with its new tracking software. Many reports and records had been being kept manually; this new software will create an up-to-date electron system to track incident reporting and track the maintenance and inspection of equipment.
- Code Enforcement: Issued 5 building permits, 2 plumbing permits, and conducted 10 inspections. Letters were mailed out for 71 permits that expired in 2021.
- Planning: Working with Berwick on Samville Estates regarding the shared road. Several planning board members have taken their required MMA training. Jeni and Amy attending training with Southern Maine Planning and Development.
- Library: The door count during Home for the Holidays was 267. There was a jazz band that played for several hours. Working on a preservation and archival project. Working with the book vendor to do a take back of old books for credit on new books. The native plant sign has been installed.
- Recreation: Breakfast with Santa went well; about 70 people attended each session. Powderhouse training for staff has begun. Working with Asst Fire Chief Ray Delcourt for safety inspections at Powderhouse and the Community Center. Ski programs are filling up.
- Assessing: Work continues on the 334 applications received for the Tax Stabilization Program. Well over 300 hours have been spent on processing the applications. GIS mapping is almost complete.
- Town Clerk: Still working on election wrap-up. Auto registrations have slowed down a bit. Seeing a lot more online activity for autos, dog and hunting licenses.
- Transfer Station: Had to turn away 10 non-residents. People are concerned that a compost bin will bring unwanted pests. The poll on Facebook shows that residents are mixed in regard to composting at the transfer station.

-Economic Development: TIF's are nearing completion. Working with a company to bring a high-end woodworking building (7200sft) to the Punkintown Business Park.

-Finance: The draft audit is here for review. Have been meeting with different employees to discuss operations and concerns in their departments. Worked with the Clerk to update the process of receipting parking ticket monies for PD. Our employee Christmas Party will be on Monday, December 19th. Working on employee evaluations. Great news from the bank; our interest rate has increased from .5% to 1.75%.

-Administration: Just starting on the next budget; concerned with the cost of fuel, electricity, and propane. Sebago Technics Traffic Study is progressing and we should have something in mid-January. Have met with several department heads regarding operations and procedures.

Executive Session

1. On a motion by Mr. James, seconded by Mr. Minihan, it was unanimously voted to enter executive session at 8:08pm, pursuant to 1MRSA §405.6A, to discuss a personnel issue.

The Chair reported the following to the Clerk:

On a motion by Mr. James, seconded by Mr. Minihan, it was unanimously voted to end the executive session at 9:01pm.

Adjournment

On a motion by Mr. James, seconded by Mr. Minihan, it was unanimously voted to adjourn the meeting at 9:01pm.

Attest:

Barbara Bennett, CCM

DRAFT

A / P Warrant

South Berwick
10:26 AM

Bank: KENNEBUNK - Operating

12/22/2022
Page 1

| Type | Check | Amount | Date | Wrnt | Payee |
|------|-------|-----------|----------|------|--|
| P | 45825 | 18,244.13 | 12/09/22 | 37 | 0132 BUREAU OF MOTOR VEHICLES |
| P | 45826 | 184.84 | 12/12/22 | 37 | 1176 TREASURER STATE OF MAINE |
| P | 45827 | 152.60 | 12/12/22 | 37 | 1185 U.S. DEPARTMENT OF THE TREASURY |
| P | 45828 | 51.00 | 12/15/22 | 37 | 0180 Treasurer, State of Maine |
| P | 45829 | 60.00 | 12/15/22 | 37 | 0396 MAINE TOWN & CITY CLERKS ASSOC MTCCA |
| P | 45830 | 24,007.82 | 12/19/22 | 37 | 0132 BUREAU OF MOTOR VEHICLES |
| P | 45831 | 184.84 | 12/19/22 | 37 | 1176 TREASURER STATE OF MAINE |
| P | 45832 | 152.60 | 12/19/22 | 37 | 1185 U.S. DEPARTMENT OF THE TREASURY |
| R | 45833 | 243.25 | 12/22/22 | 37 | 0891 2-Way Communications Services, Inc. |
| R | 45834 | 384.00 | 12/22/22 | 37 | 1195 AHM-NORTHERN LIGHT DRUG TESTING |
| R | 45835 | 734.44 | 12/22/22 | 37 | 0516 APPLIED INDUSTRIAL TECHNOLOGIES, INC. |
| R | 45836 | 2,504.99 | 12/22/22 | 37 | 0351 AXON ENTERPRISE, INC. |
| V | 45837 | 0.00 | 12/22/22 | 37 | 0054 BAKER & TAYLOR |
| R | 45838 | 3,614.43 | 12/22/22 | 37 | 0054 BAKER & TAYLOR |
| R | 45839 | 276.62 | 12/22/22 | 37 | 1092 BARCODES LLC |
| R | 45840 | 2,798.00 | 12/22/22 | 37 | 0011 BERGERON PROTECTIVE CLOTHING LLC |
| R | 45841 | 56.00 | 12/22/22 | 37 | 0012 BERNSTEIN, SHUR, SAWYER & NELSON |
| R | 45842 | 88.75 | 12/22/22 | 37 | 0062 BUSINESS EQUIPMENT UNLIMITED |
| R | 45843 | 2,150.81 | 12/22/22 | 37 | 0182 CARD MEMBER SERVICE |
| R | 45844 | 3,750.00 | 12/22/22 | 37 | 1150 CHAPPELL TRACTOR |
| R | 45845 | 568.39 | 12/22/22 | 37 | 1158 CINTAS CORP |
| R | 45846 | 150.00 | 12/22/22 | 37 | 0540 CIVIL CONSULTANTS |
| R | 45847 | 325.00 | 12/22/22 | 37 | 0422 COLLINS SHEET METAL, INC. |
| R | 45848 | 375.00 | 12/22/22 | 37 | 1121 CONVENIENTMD LLC |
| R | 45849 | 71.09 | 12/22/22 | 37 | 0632 Demoulas Supermarkets |
| R | 45850 | 1,150.00 | 12/22/22 | 37 | 0670 Desjardins, Mike |
| R | 45851 | 1,894.94 | 12/22/22 | 37 | 0403 DIVERSIFIED INSPECTIONS |
| R | 45852 | 36.00 | 12/22/22 | 37 | 0563 DOWN EAST |
| R | 45853 | 224.22 | 12/22/22 | 37 | 0108 ELIOT SMALL ENGINE REPAIR, INC. |
| R | 45854 | 8,916.77 | 12/22/22 | 37 | 1194 FIREMATIC SUPPLY CO |
| R | 45855 | 606.46 | 12/22/22 | 37 | 1193 GAYLORD BROS INC |
| R | 45856 | 299.25 | 12/22/22 | 37 | 0883 GORHAM SAND AND GRAVEL |
| R | 45857 | 216.91 | 12/22/22 | 37 | 1169 GREAT WORKS INTERNET-GWI |
| R | 45858 | 67.23 | 12/22/22 | 37 | 0867 HANNAFORD |
| R | 45859 | 267.65 | 12/22/22 | 37 | 0051 HARRISON SHRADER ENTERPRISES LLC |
| R | 45860 | 388.80 | 12/22/22 | 37 | 1196 HOWARTH, KATLYN |
| R | 45861 | 552.33 | 12/22/22 | 37 | 0191 INDUSTRIAL BURNER SERVICES INC |
| R | 45862 | 1,574.16 | 12/22/22 | 37 | 0463 INFORME |
| R | 45863 | 117.91 | 12/22/22 | 37 | 0229 JORDAN EQUIPMENT LLC |
| R | 45864 | 721.64 | 12/22/22 | 37 | 0251 LAWSON PRODUCTS |
| R | 45865 | 100.00 | 12/22/22 | 37 | 1095 LEXISNEXIS RISK SOLUTIONS |
| R | 45866 | 40.00 | 12/22/22 | 37 | 0523 MAINE ASSOCIATION OF ASSESSING OFFICERS |
| R | 45867 | 32,938.00 | 12/22/22 | 37 | 0127 MAINE MUNICIPAL ASSOCIATION |
| R | 45868 | 90.00 | 12/22/22 | 37 | 0139 MAINE MUNICIPAL ASSOCIATION |
| R | 45869 | 45,189.50 | 12/22/22 | 37 | 1030 MAINE MUNICIPAL ASSOCIATION |
| R | 45870 | 500.00 | 12/22/22 | 37 | 0439 MAINE SECRETARY OF STATE |
| R | 45871 | 10.00 | 12/22/22 | 37 | 0081 MAINE TURNPIKE AUTHORITY |
| R | 45872 | 45.00 | 12/22/22 | 37 | 1080 MAINE WELFARE DIRECTORS ASSOCIATION |

A / P Warrant

South Berwick
10:26 AM

Bank: KENNEBUNK - Operating

12/22/2022
Page 2

| Type | Check | Amount | Date | Wrnt | Payee |
|--------------|-------|-------------------|----------|------|---|
| R | 45873 | 385.95 | 12/22/22 | 37 | 0327 MARSHALL & SWIFT/BOECKH LLC |
| R | 45874 | 227.30 | 12/22/22 | 37 | 0084 MICK BODYWORKS INC |
| R | 45875 | 30.00 | 12/22/22 | 37 | 0458 MMIC IA |
| R | 45876 | 20,119.45 | 12/22/22 | 37 | 0455 MORTON SALT |
| R | 45877 | 3,000.00 | 12/22/22 | 37 | 1061 NEGM ELECTRIC, LLC |
| R | 45878 | 2,981.00 | 12/22/22 | 37 | 1192 OASIS IT LLC |
| R | 45879 | 117.10 | 12/22/22 | 37 | 0944 O'REILLY FIRST CALL |
| R | 45880 | 272.00 | 12/22/22 | 37 | 0341 OVERHEAD DOOR COMPANY |
| R | 45881 | 3,250.16 | 12/22/22 | 37 | 0088 P GAGNON & SONS INC |
| R | 45882 | 194.56 | 12/22/22 | 37 | 0089 PIKE INDUSTRIES INC |
| R | 45883 | 19,514.38 | 12/22/22 | 37 | 0572 PINE TREE WASTE, INC |
| R | 45884 | 2,146.31 | 12/22/22 | 37 | 0313 POIRIER GUIDELINES |
| R | 45885 | 165.00 | 12/22/22 | 37 | 1197 REVISION ENERGY, INC |
| R | 45886 | 17.99 | 12/22/22 | 37 | 0254 SANEL AUTO PARTS |
| R | 45887 | 4,429.00 | 12/22/22 | 37 | 1171 SEBAGO TECHNICS |
| R | 45888 | 8,608.98 | 12/22/22 | 37 | 0195 SOUTHERN MAINE PLANNING & DEVELOPMENT, INC |
| R | 45889 | 71.84 | 12/22/22 | 37 | 0226 SOUTHWORTH MILTON INC |
| R | 45890 | 211.33 | 12/22/22 | 37 | 0041 STAPLES |
| R | 45891 | 998.84 | 12/22/22 | 37 | 0936 STAPLES-LIBRARY ACCOUNT |
| R | 45892 | 400.00 | 12/22/22 | 37 | 0412 STELLA, ROBERT |
| R | 45893 | 6,340.27 | 12/22/22 | 37 | 0095 STELLAR NETWORKS |
| R | 45894 | 298.00 | 12/22/22 | 37 | 0461 SUPERIOR FIRE PROTECTION, INC. |
| R | 45895 | 50.00 | 12/22/22 | 37 | 0520 TREASURER, STATE OF MAINE |
| R | 45896 | 369.20 | 12/22/22 | 37 | 0656 U.S Postal Service |
| R | 45897 | 642.51 | 12/22/22 | 37 | 0676 UNITED COMMUNICATIONS CORP. |
| R | 45898 | 40.01 | 12/22/22 | 37 | 0097 VERIZON WIRELESS |
| R | 45899 | 140.60 | 12/22/22 | 37 | 1089 VILLAGE MOTORS |
| R | 45900 | 1,465.66 | 12/22/22 | 37 | 1175 WELCH OIL, LLC |
| Total | | 233,562.81 | | | |

Count

| | |
|--------|----|
| Checks | 75 |
| Voids | 1 |

This is to certify that there is due and chargeable to the appropriations listed above the sum set against each name and you are directed to pay unto the parties name in this schedule as signed by the Town Council below:

Melissa Costella _____

John James _____

Jeff Minihan _____

Jessica Cyr _____

Mallory Cook _____

APPROVED _____

DATE _____

TOWN MANAGER _____

Town of
South Berwick, Maine

Financial Audit Overview

June 30, 2022

Presented by Peter J Hall CPA LLC
South Portland, Maine

Town of South Berwick, Maine Overview of Audit Process and Results

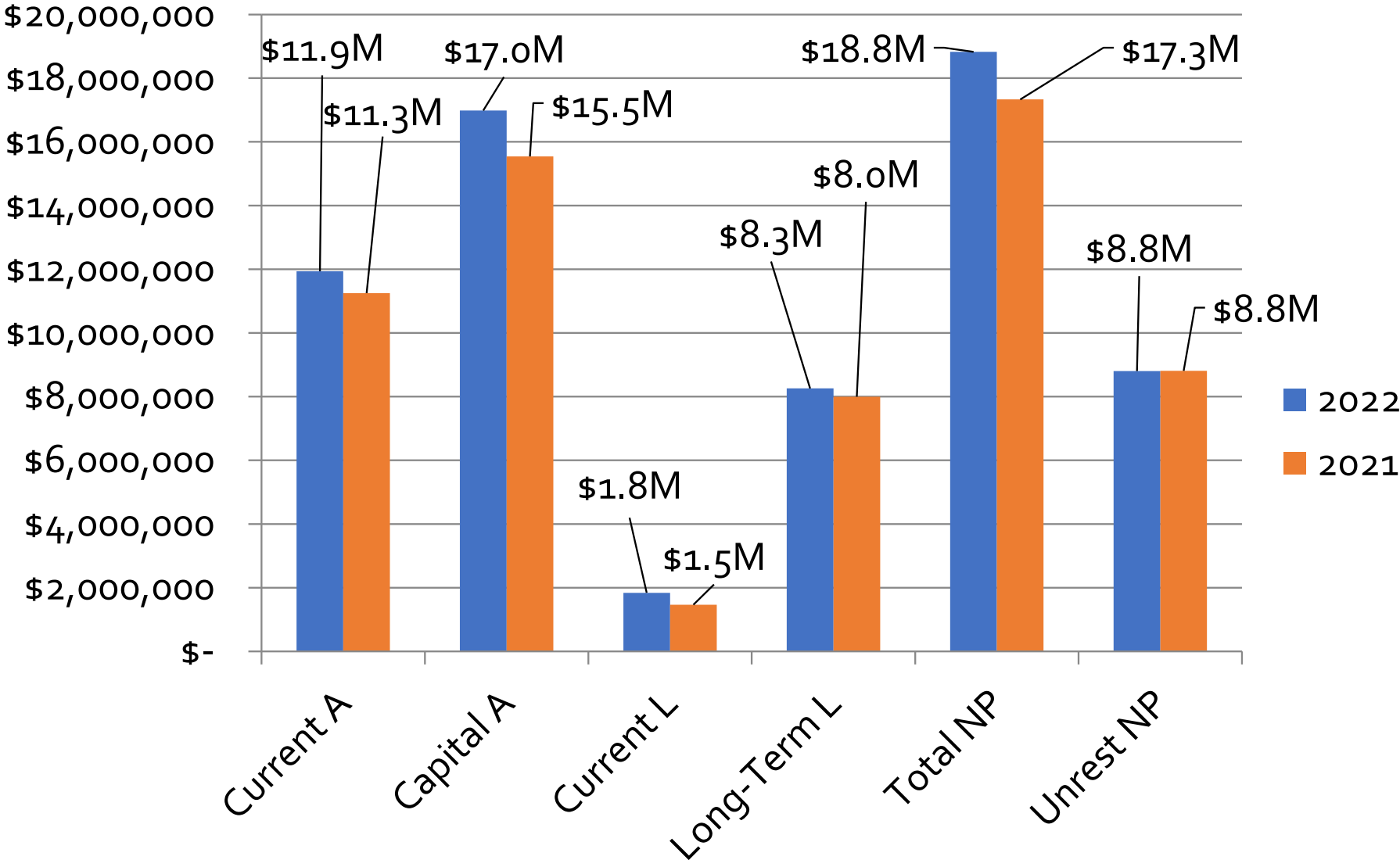
-Process

- Management Extremely Well Prepared
- Audit Procedures Commenced in September
- Financial Statements and Reports Drafted and Issued in December

- Results

- Clean Audit Opinion
- No Material Weaknesses or Significant Deficiencies Reported
- Recommendations
 - ✓ Review and Update of Policies as Warranted

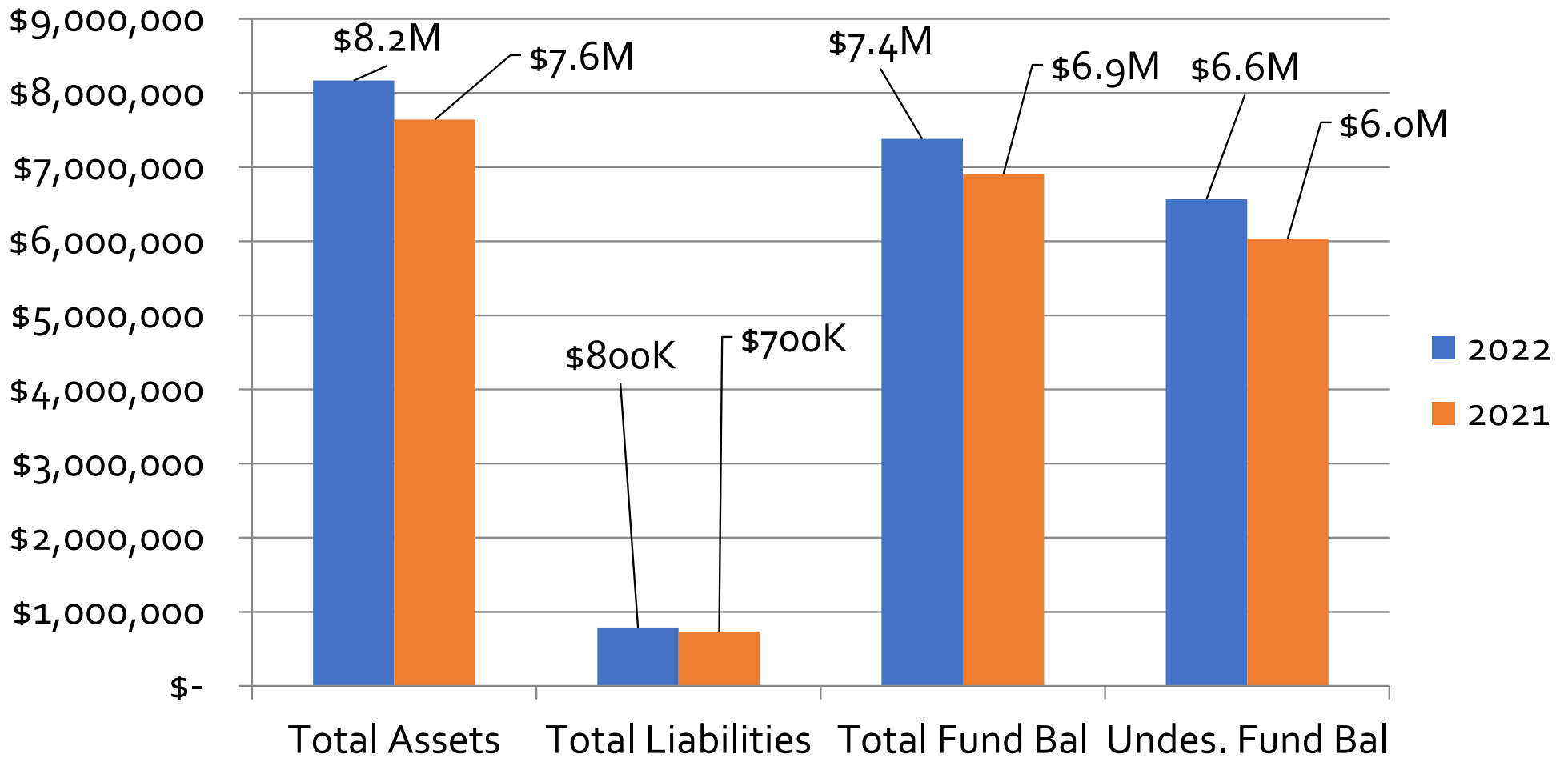
Town of South Berwick, Maine Government –Wide Balances



Key Results

- Increase in Total Net Position of \$1.5M
- Unrestricted Net Position Consistent with Prior Year

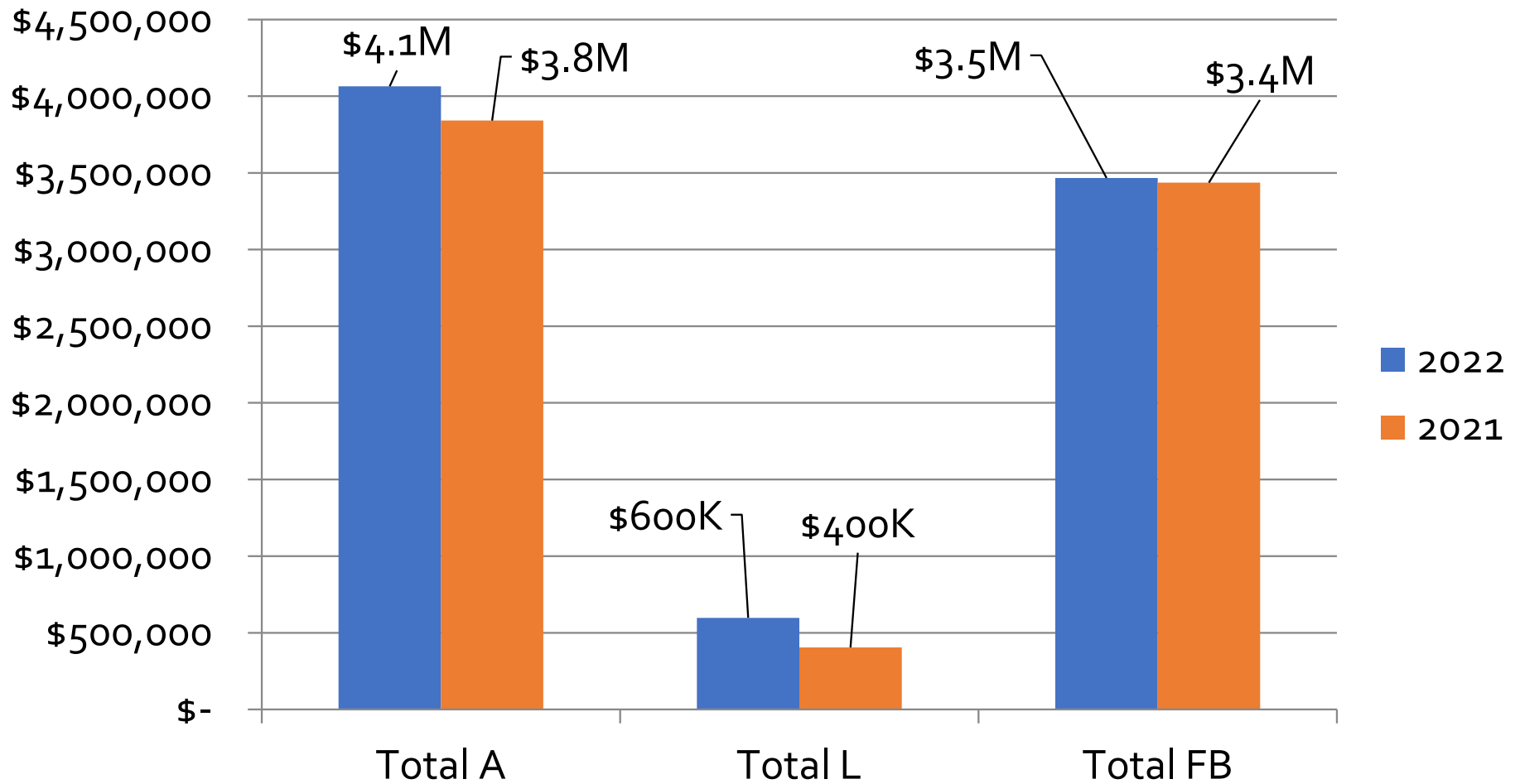
Town of South Berwick, Maine General Fund



Key Results

- Total Fund Balance Grew by \$500K
- Undesignated Fund Balance Grew by \$600K

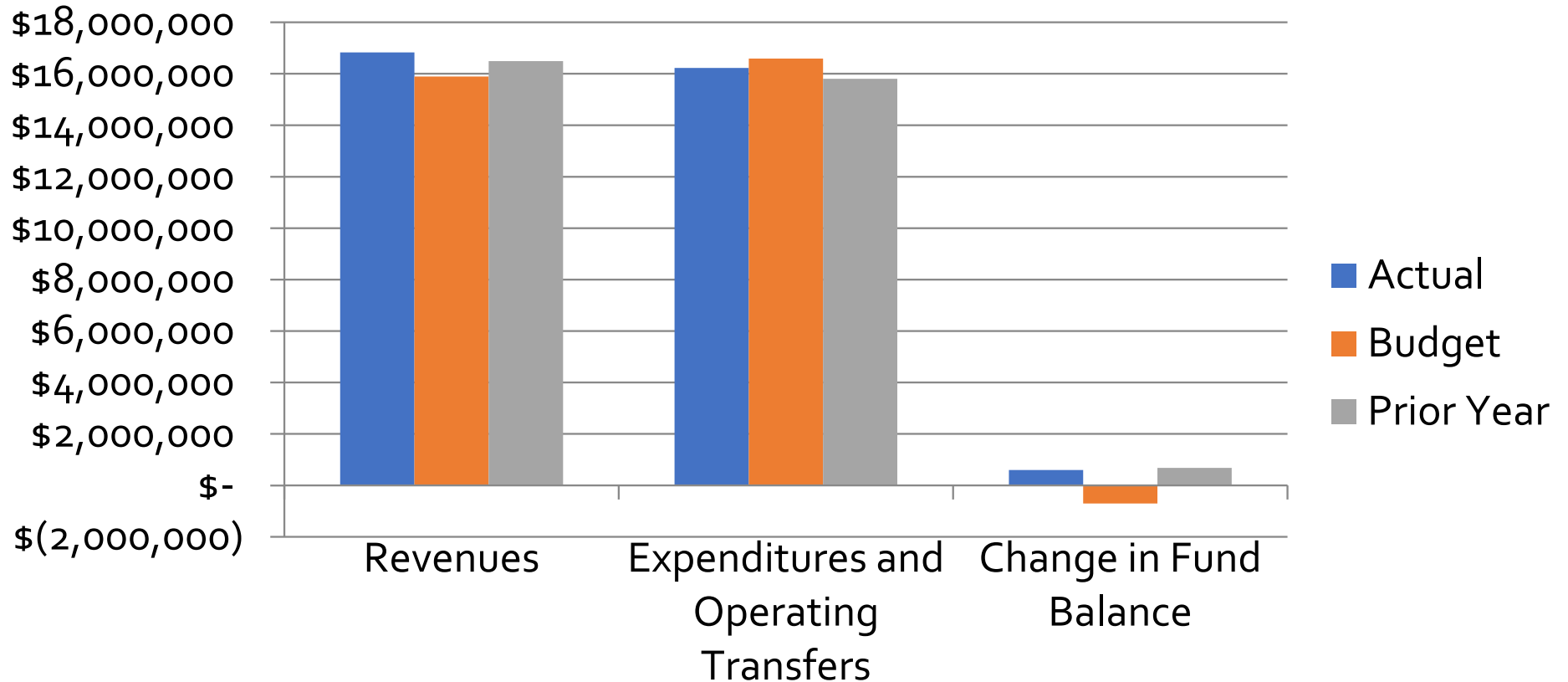
Town of South Berwick, Maine Other Governmental Funds



Key Results

- Reflects Increases in Both Assets and Liabilities
- Total Fund Balances Grew Slightly

Town of South Berwick, Maine General Fund Revenues, Expenditures and Change in Fund Balance – Budgetary Basis



| | Actual | Budget | Prior Year |
|--|---------------|---------------|---------------|
| Revenues | \$ 16,829,095 | \$ 15,889,479 | \$ 16,489,309 |
| Expenditures & Operating Transfers | \$ 16,225,827 | \$ 16,589,479 | \$ 15,802,797 |
| Change in Fund Balance from Operations | \$ 603,268 | \$ (700,000) | \$ 686,512 |

TOWN COUNCIL
Agenda Information Sheet

| | |
|--|--------------|
| Meeting Date: Dec 27, 2022 | NB #1 |
| Agenda Item: Second Amended and Restated Punkin Town and CMP Corridor Omnibus Municipal Development and Tax Increment Financing District Development Program To be renamed: Punkintown Business Park Omnibus Municipal Development and Tax Increment Financing District Development Program. | |
| Staff Recommendation: | |
| Town Manager's Recommendation: | |
| Approve and accept the Second Amended and Restated Punkin Town and CMP Corridor Omnibus Municipal Development and Tax Increment Financing District Development Program To be renamed: Punkintown Business Park Omnibus Municipal Development and Tax Increment Financing District Development Program. | |
| Requested Action: | |
| The Town now makes a motion to approve the Council Order adopting the Second Amended and Restated Development Program as presented for the Punkin Town Road and CMP Corridor Omnibus Municipal Development and Tax Increment Financing District, hereafter to be known as the Punkintown Business Park Omnibus Municipal Development and Tax Increment Financing District. | |
| Vote | |

**IN TOWN COUNCIL
ORDER #2022-__**

WHEREAS, on August 10, 2010 the Town first designated the Punkin Town Road and CMP Corridor Omnibus Municipal Development and Tax Increment Financing District” (the “District”), which designation was approved by the Maine Department of Economic and Community Development (“the Department”) by letter dated August 27, 2010; and

WHEREAS, the South Berwick Town Council adopted the Punkin Town Road and CMP Corridor Omnibus Municipal Development and Tax Increment Financing District Development Program (the “Development Program”) on February 22, 2011 and was approved by the Department on March 7, 2011; and

WHEREAS, the South Berwick Town Council adopted the First Amended and Restated Development Program for the District (as amended herein, the “First Amended and Restated Development Program”) on February 11, 2020 and was approved by the Department on March 31, 2020

WHEREAS, the Town now desires, and remains authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, to amend the Development Program and adopt the Second Amended and Restated Development Program for the District (as amended herein, the “Second Amended and Restated Development Program”); and

WHEREAS, there remains a continuing need for economic development initiatives in the Town of South Berwick near the CMP Corridor and Punkin Town Road; and

WHEREAS, implementation of the Second Amended and Restated Development Program will help improve and broaden the tax base in the Town of South Berwick and improve the economy of the Town and the region by attracting business development to the District; and

WHEREAS, the Town has held a public hearing on December 27, 2022 on the question of adopting the Second Amended and Restated Development Program for the District in accordance with the requirements of 30-A M.R.S.A. Section 5226, upon at least ten (10) days prior notice published in a newspaper of general circulation within the Town; and

WHEREAS, it is expected that approval will be sought and obtained from the Department, approving the amendment to the District and the adoption of the Second Amended and Restated Development Program for the District;

ORDERED AS FOLLOWS:

Section 1. The Town of South Berwick hereby adopts the Second Amended and Restated Development Program for the District; such adoption to be pursuant to the following findings, terms, and provisions:

Section 2. The Town Council hereby finds and determines that:

a. The Second Amended and Restated Development Program will not result in the District becoming out of compliance with any of the conditions in Title 30-A M.R.S.A. § 5223(3) (the statutory acreage and valuation caps).

b. The adoption of the Second Amended and Restated Development Program will make a contribution to the economic growth and well-being of the Town of South Berwick and the surrounding region, and will contribute to the betterment of the health, welfare and safety of the inhabitants of the Town of South Berwick, including a broadened and improved tax base and economic stimulus, and therefore constitutes a good and valid public purpose. The Town Council has considered all evidence, if any, presented to it with regard to any adverse economic effect on or detriment to any existing business and has found and determined that such adverse economic effect on or detriment to any existing business, if any, is outweighed by the contribution expected to be made through the Second Amended and Restated Development Program; and

Section 3. The Town Manager, or his/her duly appointed representative, is hereby authorized, empowered and directed to submit the adoption of the Second Amended and Restated Development Program for the District to the Department for review and approval pursuant to the requirements of 30-A M.R.S.A. § 5226.

Section 4. The foregoing adoption of the Second Amended and Restated Development Program for the District shall automatically become final and shall take full force and effect upon receipt by the Town of approval of the Second Amended and Restated Development Program by the Department, without requirement of further action by the Town, the Town Council, or any other party.

Section 5. The Town Manager, or his duly appointed representative, is hereby authorized and empowered, at his/her discretion, from time to time, to make such revisions to the Development Program as the Town Manager, or his duly appointed representative, deems reasonably necessary or convenient in order to facilitate the process for review and approval of the Second Amended and Restated Development Program by the Department, or for any other reason, so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the Second Amended and Restated Development Program.

TOWN COUNCIL
Agenda Information Sheet

| | |
|---|--------------|
| Meeting Date: Dec 27, 2022 | NB #1 |
| Agenda Item: South Berwick Transit-Oriented Omnibus Municipal Development and Tax Increment Financing District Development Program | |
| Staff Recommendation: | |
| Town Manager's Recommendation: Approve and accept the South Berwick Transit-Oriented Omnibus Municipal Development and Tax Increment Financing Development Program | |
| Requested Action: The Town now makes a motion to approve the Council Order designating the South Berwick Transit Oriented Municipal Development District and adopting the development program for the District. | |
| Vote | |

EXHIBIT G

**TOWN OF SOUTH BERWICK, MAINE
COUNCIL ORDER**

WHEREAS, the Town of South Berwick (the “Town”) is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to designate specific areas within the Town as the South Berwick Transit-Oriented Municipal Development District (the “District”) and to adopt a development program for the District (the “Development Program”); and

WHEREAS, there is a need for development in the Town and for the creation of good new jobs in the Town; and

WHEREAS, implementation of the Development Program will help to improve and broaden the tax base in the Town and improve the economy of the Town and the State of Maine; and

WHEREAS, there is a need to encourage the expansion, improvement and continuation of commercial development in the Town through the establishment of the District in accordance with Chapter 206 of Title 30-A; and

WHEREAS, the Town Council has held a public hearing on December 27, 2022 upon at least ten (10) days prior notice published in a newspaper of general circulation within the Town, on the question of establishing the District in accordance with the requirements of 30-A M.R.S.A. § 5226; and

WHEREAS, the Town desires to designate the District as a Transit-Oriented Municipal Development and Tax Increment Financing District, and to adopt a Development Program for the District; and

WHEREAS, it is expected that approval will be sought and obtained from the Maine Department of Economic and Community Development (the “Department”), approving the designation of the District and the adoption of the Development Program for the District;

NOW THEREFORE BE IT ORDERED AS FOLLOWS:

Section 1. The Town Council hereby finds and determines that the designation of the District and pursuit of the Development Program will generate substantial economic benefits for the Town and its residents, including employment opportunities, broadened and improved tax base and economic stimulus, construction of new development in the Town and the creation of good, new jobs, and therefore the implementation of the Development Program constitutes a good and valid public purpose and will contribute to the economic growth and well-being of the inhabitants of the Town or to the betterment of the health, welfare or safety of the inhabitants of the Town.

Section 2. Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the Town hereby designates a Municipal Development and Tax Increment Financing District and to promote the completion of the project, designated and described more particularly set forth in the Development Program presented to the Town Council and such Development

Program is hereby incorporated by reference into this vote as the Development Program for the District.

Section 3. Pursuant to the provisions of 30-A M.R.S.A. §5227, the percentage of the increased assessed value to be retained as captured assessed value in the District is as set forth in the Development Program.

Section 4. The Town Manager be, and hereby is, authorized, empowered and directed to submit the proposed designation of the District and the proposed Development Program for the District to the Department for review and approval pursuant to the requirements of 30-A M.R.S.A. §5226(2).

Section 5. The foregoing designation of the District and the adoption of the Development Program for the District shall become final and shall take full force upon receipt by the Town of approval and designation of the District and adoption of the Development Program by the Department.

Section 6. The Town Manager be and hereby is authorized and empowered, at his discretion, from time to time, to make such revisions to the Development Program for the District and the Town Administrator deems reasonably necessary or convenient, including revisions to the scope or description of the public improvements, facilities and programs to be financed with a portion of the tax increment revenues generated by the District, in order to facilitate the process for review and approval of the District by the Department, or for any other reason so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the Development Program.

Section 7. This Order shall take effect immediately upon adoption.

Approved _____, 2022 by the Town Council of the Town of South Berwick, at a meeting duly convened and conducted at South Berwick, Maine.

TOWN COUNCIL

Agenda Information Sheet

| | |
|---|--------------|
| Meeting Date: December 27, 2022 | NB #2 |
| Agenda Item: Resignations from Library Advisory Board member | |
| Info: The Clerk received the following email from Dr. Gagnon: | |
| <p>“Into my 7th year, I believe it is time to breath some new life into the Library Advisory Board.</p> <p>Please accept my resignation, effective whenever new members can be recruited.</p> <p>Sincerely,</p> <p>David Gagnon, MD”</p> <p>Mark Dutra has also resigned per LAB minutes of October 25, 2022.</p> | |
| Recommendation: | |
| | |
| Requested Action: | |
| <p>Accept Mr. Gagnon’s resignation from the Board.</p> <p>Accept Mr. Dutra’s resignation from the Board.</p> | |
| Vote | |

TOWN COUNCIL
Agenda Information Sheet

| | |
|--|--------------|
| Meeting Date: December 27, 2022 | NB #3 |
| Agenda Item: Lot 003-037-C | |
| Staff Recommendation: | |
| | |
| Town Manager's Recommendation: | |
| Allow Town Manager to sell lot 003-037-C in Accordance with Tax-Acquired Property A158-2 A 2, Sell to abutters for a minimum of 100% of the assessed value, after reaching out to all the other abutters. John Watt's E-mail attached. Map also Attached. | |
| Requested Action: | |
| Allow Town Manager to sell lot 003-037-C in Accordance with Tax-Acquired Property A158-2 A 2. | |
| Vote | |

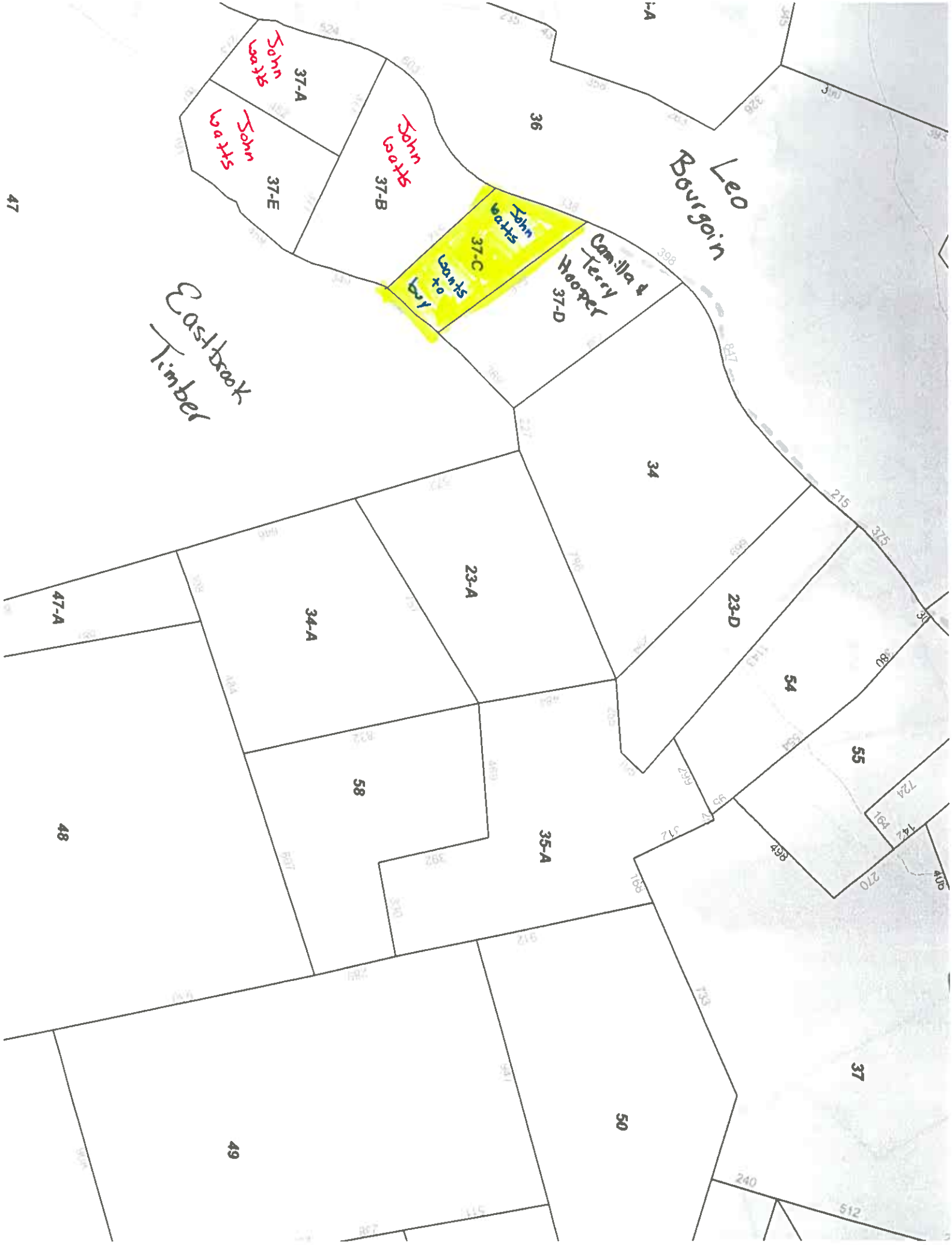
Jennifer Janelle

From: John Watts <johnwatts@maine.rr.com>
Sent: Saturday, December 10, 2022 8:45 AM
To: Jennifer Janelle
Subject: Lot 003-037-C offer

Hi Jennifer,

As a director abutter to this lot I would like purchase it from the town. My offer would be for the assed value of \$7,900 allowing me to purchase this lot would benefit the town in two ways, first by getting inaccessible land back on the tax role and secondly, it would allow me the ability to clean up the significant amount of trash and construction debris dumped over the years. I look forward to hearing from you.

Thank you,
John Watts
Sent from my iPhone



47

Eastbrook
Timber

Leo
Bourgain

37-A
John
wants

37-E
John
wants

37-B
John
wants

37-C
John
wants
to
buy

37-D
Camilla &
Terry
Hooper

36

34

23-A

23-D

34-A

54

55

58

35-A

47-A

48

49

50

37

Chapter A158

TAX-ACQUIRED PROPERTY

§ A158-1. Purpose.

§ A158-2. Disposal.

[HISTORY: Adopted by the Town Council of the Town of South Berwick 1-12-1987.¹ Amendments noted where applicable.]

§ A158-1. Purpose.

Since the Town of South Berwick occasionally forecloses on property for nonpayment of taxes, a fair and consistent manner of disposing of that property is necessary. It will be the policy of the Town of South Berwick to dispose of tax-acquired property with no intent of making a profit.

§ A158-2. Disposal. [Amended 11-9-1998]

- A. Former owner(s) regain ownership. The Town will make every reasonable effort to see that the last former owner(s) of the property has the opportunity to regain ownership of his/her property. The Town will first offer the tax-acquired property to the last former owner upon the condition that all back taxes, interest, lien costs and the current year taxes are paid in full. This will be done within 10 days after the foreclosure date by notifying the former owner(s) by certified mail. If there is no response within 30 days, the Town Council at its sole option may take any of the following actions:
- (1) Public sealed bids. The Town may offer the tax-acquired property to the general public on a sealed bid basis. Notification of bids shall be published in a newspaper of general circulation and shall be posted in some conspicuous place in Town at least seven days, but not more than 14 days prior to the bid deadline. Separate written notice shall be sent to the property abutter(s). The tax-acquired property shall be sold to the highest reasonable (minimum may be set by the Town Council before the bid) bidder.
 - (2) Sell to property abutters. The property may be offered to the property abutters at current assessed value at a ratio of 100%. If there is more than one abutter, selection will be made by lottery.
 - (3) Town ownership. The Town may choose not to dispose of tax-acquired property, but to retain the property for public use.
 - (4) The Town may choose to dispose of tax acquired property through a public auction. [Added 1-16-2008]
 - (5) The Town may choose to donate or sell tax-acquired property for up to or less than its current assessed value to a qualified conservation organization, as described in

1. Editor's Note: The Council reviewed and ratified this policy 12-8-2015.

IRC Section 170(h), whose core mission includes the conservation and stewardship of land in perpetuity. **[Added 4-25-2017]**

- B. Future disposition. The Town will not dispose of tax-acquired property if the location of the property is questionable. If the location of the property becomes known at a later date, the Town may dispose of it in conformance to this policy.