



# Town of York

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York, Maine 03909-1314

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Selectmen  
(207)363-1000

Town Clerk/  
Tax Collector  
(207)363-1003

Finance/  
Treasurer  
(207)363-1004

Code Enforcement  
(207)363-1002

Planning  
(207)363-1007

Assessor  
(207)363-1005

Police Department  
(207)363-1031

Dispatch  
(207)363-2557

York Beach Fire  
Department  
(207)363-1014

York Village Fire  
Department  
(207)363-1015

Public Works  
(207)363-1011

Harbor Master  
(207)363-1000

Senior Center/  
General Assistance  
(207)363-1036

Parks and  
Recreation  
(207)363-1040

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www.yorkmaine.org

## BOARD OF SELECTMEN'S MEETING AGENDA

6:00/7:00PM MONDAY, DECEMBER 15, 2014  
YORK LIBRARY

**6:00PM:** Executive Session - Pursuant to MRSA Title 1, Section 405.6.E;  
Consultation with Town Attorney

### Call to Order

### Opening Ceremonies

#### A. Minutes

1. October 20, 2014 Meeting Minutes
2. October 22, 2014 Meeting Minutes
3. November 10, 2014 Meeting Minutes

#### B. Chairman's Report

#### C. Manager's Report

#### D. Awards

#### E. Reports

1. Ashlee Iber Amenti, Executive Director – Workforce Housing  
Coalition of the Greater Seacoast

F. Citizens' Forum – The Citizens' Forum is open to any member of the audience for comments on items listed on this meeting agenda. All comments should be respectful in tone and should be directed to the Chair. Comments should be brief and to the point. Questions that require extended answers or that cannot be readily answered will be referred to the Town Manager for follow-up. Anyone who wishes to submit a written request for future agenda items can do so on the form available at this meeting or may obtain the form through the Town Manager's Office.

#### G. Approval of Warrant #24

#### H. Public Hearings

#### I. Endorsements

**J. Old Business**

1. Discussion Regarding the Long Sands Bathhouse Project

**K. New Business**

1. Discussion and Possible Action to Revise the FY15 Paving List
2. Discussion and Possible Action on FY14 Carryforwards
3. Discussion and Possible Action on Renewable Energy Credit Revenue Usage
4. Appointment of Tax Assessor
5. York River Wild and Scenic – Policy Position
6. State Request to Redeem Property at 153 Long Sands Road
7. Special Event Permit: Drive-Through Nativity

**L. Other Business**

**M. Citizens' Forum**

**Adjourn**

**BOARD OF SELECTMEN'S  
MEETING MINUTES  
6:00/6:30/7:00PM MONDAY, OCTOBER 20, 2014  
YORK LIBRARY**

**6:00PM:** Committee Interviews

**Present:** Chairman Mary Andrews, Vice Chairman Robert E. Palmer Jr., Jonathan O. Speers, Torbert Macdonald, Ronald Nowell, and Town Manager Stephen H. Burns.

**6:30PM:** Executive Session – Real Estate; Pursuant to MRSA Title 1, Section 405 (6)(C), and Personnel; Pursuant to MRSA Title 1, Section 405(6)(A)

**Call to Order**

Chairman Mary Andrews called the Executive Session to order at 6:30PM.

**A. Executive Session**

Moved by Mr. Speers, seconded by Mr. Macdonald to enter into Executive Session. No objection, so ordered.

Moved by Mr. Macdonald, seconded by Mr. Speers to exit out of Executive Session. No objection, so ordered.

**Adjourn**

Chairman Mary Andrews adjourned the meeting at 6:59PM.

**Present:** Chairman Mary Andrews, Vice Chairman Robert E. Palmer Jr., Jonathan O. Speers, Torbert Macdonald, Ronald Nowell, Town Manager Stephen H. Burns, Recorder Melissa M. Avery, and members of the press and public.

**Call to Order**

Chairman Mary Andrews called the meeting to order at 7:00PM.

**Opening Ceremonies**

**A. Minutes**

1. September 22, 2014 Meeting Minutes

Moved by Mr. Nowell, seconded by Mr. Palmer to approve the September 22, 2014 Meeting Minutes as amended. Vote 5-0, motion passes.

Moved by Mr. Nowell, seconded by Mr. Speers to approve the October 15, 2014 Meeting Minutes. Vote 5-0, motion passes.

**B. Chairman's Report**

Chairman Mary Andrews reported that she thinks it is amazing to see the number of individuals who are involved in various committees that give back to the Town. Ms. Andrews publicly thanked the public in general for making York a better place.

**C. Manager's Report**

Town Manager Stephen H. Burns gave an update on the Cliff Path legal issue, stating that the total spent on legal bills so far is \$28,498 and more is expected to be needed in the future. Mr. Burns informed the public that our neighboring state, New Hampshire has had many reported cases and even a death from EEE, and urged the public to keep taking necessary precautions to avoid mosquito bites. Mr. Burns commented that Maine Department of Transportation is considering changes to their "Urban Compact Zone", essentially changing the boundary, adding more road responsibility in parts of York. Mr. Burns stated that a 3-19 Grant that was submitted by the Town was rejected, the feedback that was given with the rejection will be used to resubmit next year. The grass at the new Bog Road Field has come in and Mr. Burns stated that there might be a trade with the Department of Public works for the excess 1,000 cubic yards of loam from the project.

Ms. Andrews thanked Mr. Burns for his informative Manager's Reports.

**D. Awards**

1. Parks and Recreation Fall Brochure Bid Award

The Parks and Recreation Department put out a Request for Proposal for the 2014 Fall/Winter Recreation Program Brochure with pricing to include bulk mailing preparation as quoted. The following bids were received:

1. RAM Printing

36 Pages; Plus Cover; 6,000 count	\$4,094.70
7,000 count	\$4,529.59
40 Pages; Plus Cover; 6,000 count	\$4,487.25
7,000 count	\$4,967.72

2. Graphic Image, Inc.

36 Pages; Plus Cover; 6,000 count	\$4,670.00
7,000 count	\$5,145.00
40 Pages; Plus Cover; 6,000 count	\$5,070.00
7,000 count	\$5,645.00

Parks and Recreation Director Michael Sullivan recommended the Board award the bid for the Parks and Recreation Department's Fall/Winter Brochure to RAM Printing of East Hampsted, New Hampshire.

Moved by Mr. Nowell, seconded by Mr. Speers to award the bid for the Parks and Recreation Department's Fall/Winter Brochure to RAM Printing of East Hampsted, New Hampshire in the amount of \$4,529.59 with the brochure being 36 pages plus the cover and a total of 7,000 brochures. Vote 5-0, motion passes.

## 2. Mount A Trail Bid Award

In January of 2014 the Board of Selectmen voted to approve the necessary ground work to make the "Big A" trail and deck universally accessible. In August of 2014 the Board approved moving forward with the selecting of a design-build firm thru an initial Request for Qualification and subsequent Request for Proposal bid process. The following bids were received:

### 1. Peter Jensen & Associates, LLC

Phase 1 Bid	\$42,618 for 845 ft.
Phase 2 Estimate	\$87,930
Phase 3 Estimate	\$73,200
Phase 4 Estimate	\$90,370

### 2. Off the Beaten Path and Timber & Stone, LLC

Phase 1 Bid	\$43,205 for 1140 ft.
Phase 2 Estimate	\$67,347 + \$14,300 for trail extension
Phase 3 Estimate	\$84,779
Phase 4 Estimate	\$73,838

Conservation Coordinator Robin Kerr recommended that the Board award the "Big A Universal Access Trail Project" bid for Phase 1 to Off the Beaten Path and Timber & Stone, LLC.

Move by Mr. Nowell, seconded by Mr. Macdonald to award the Big A Universal Access Trail Project Bid for Phase 1 to Off the Beaten path and Timber & Stone, LLC in the amount of \$38,205.25. Vote 5-0, motion passes.

Moved by Mr. Macdonald, seconded by Mr. Nowell to approve the allocation of any remaining funding for Phase 1 of the Big A Universal Access trail project to go toward the construction of the accessible ramp for the summit observation platform. Vote 5-0, motion passes.

## E. Reports

1. Town Clerk

Town Clerk and Tax Collector, Mary-Anne Szeniaewski reminded the citizens that York now has new District Numbers and to feel free to ask any of the employees at the Town Clerk's Office if there were any questions. Ms. Szeniaewski also stated that, as of today there have been 2,100 absentee ballots taken out.

2. York Housing Authority

This item was not addressed, as a York Housing Authority Representative was not present.

F. **Citizens' Forum** – The Citizens' Forum is open to any member of the audience. All comments should be respectful in tone and should be directed to the Chair. Comments should be brief and to the point. Questions that require extended answers or that cannot be readily answered will be referred to the Town Manager for follow-up. Anyone who wishes to submit a written request for future agenda items can do so on the form available at this meeting or may obtain the form through the Town Manager's Office.

Public Comment: None

G. **Approval of Warrant #16**

Moved by Mr. Macdonald, seconded by Mr. Speers to approve Warrant #16. Vote 5-0, motion passes.

H. **Public Hearings**

None

I. **Endorsements**

Business Licenses:

1. TCF Corp. DBA: Clay Hill Farm Restaurant (Food Service, Liquor and Special Amusement); Located at 220 Clay Hill Road
2. Joe Hogan DBA: Sentry Hill at York Harbor, LLC (Food Service); Located at 2 Victoria Court
3. Mary Jane Merritt DBA: The Union Bluff Hotel (Food Service, Liquor, Special Amusement, Coin Operated Amusement); Located at 8 Beach Street

Moved by Mr. Macdonald, seconded by Mr. Nowell to approve the following licenses; TCF Corporation DBA: Clay Hill Farm Restaurant for Food Service, Liquor and Special Amusement, located at 220 Clay Hill Road, Joe Hogan DBA: Sentry Hill at York Harbor, LLC for Food Service, located at 2 Victoria Court and

Mary Jane Merritt DBA" The Union Bluff Hotel for Food Service, Liquor, Special Amusement and Coin Operated Amusement, located at 8 Beach Street. Vote 5-0, motion passes.

**J. Old Business**

1. Vacation Order: Pinecrest Drive Right-of-Way

Moved by Mr. Nowell, seconded by Mr. Macdonald to issue the Order of Vacation for an undeveloped paper street off Pinecrest Drive, located between the properties at 9 and 11 Pinecrest Drive, and to award no damages. Vote 5-0, motion passes.

**K. New Business**

1. Appointment of Election Warden and Set Polling Hours

Moved by Mr. Macdonald, seconded by Mr. Nowell to appoint David N. Ott as the Warden for the State of Maine General Election to be held on November 4, 2014 and to set the polling hours for said election as 8:00Am until 8:00PM. Vote 5-0, motion passes.

2. Discussion and Possible Action on Energy Steering Committee's Request to Complete the York Beach Fire Station Solar Project

Moved by Mr. Nowell, seconded by Mr. Macdonald to authorize use of Energy Steering Committee funds of \$3,241.88 to pay for CMP's final work in the York Beach Fire Station solar energy installation. Vote 5-0, motion passes.

3. Cemetery Committee Formation

Moved by Mr. Macdonald, seconded by Mr. Nowell to adopt the Charter for a new standing committee to be known as the Cemetery Committee, and to direct the Town Manager to initiate actions necessary to solicit volunteers and to arrange for interviews of applicants by the Board. Vote 5-0, motion passes.

Moved by Mr. Macdonald, seconded by Mr. Speers to appoint Ron Nowell and Mary Andrews to serve as Board of Selectmen liaisons on the Cemetery Committee. Vote 5-0, motion passes.

4. Discussion and Possible Action to Authorize Town Manager to seek Cost Estimate from CMP to Remove Excess Street Lights in York Beach

Moved by Mr. Macdonald, seconded by Mr. Palmer to direct the Town Manager to request from CMP a cost estimate for the removal of excess street lights in the village area of York Beach. Vote 5-0, motion passes.

5. FY16 Budget Discussion

Town Manager Stephen Burns stated that he has started the FY16 Capital Budgeting process and he will convene a Capital Planning Committee, which will help vet capital requests and formulate a rational, fiscally constrained Capital Program and Capital Budget, as similar to recent years.

Mr. Burns also stated that all Department and Committee Operating Budget Requests are due to the Finance Office by October 31, 2014.

6. Capital Planning Committee Appointments

Moved by Mr. Nowell, seconded by Mr. Speers to appoint Torbert Macdonald and Robert Palmer to serve on the Capital Planning Committee for preparation of the FY16-20 Capital Program. Vote 5-0, motion passes.

7. Discussion and Possible Action on moving Forward with the Police Station and Connector Road Projects

A motion was made by Mr. Palmer and seconded by Mr. Speers to continue moving forward with the Police Station and Connector Road Projects, but was subsequently withdrawn.

8. Discussion and Possible Action on Municipal Building Committee Charge

A motion was made by Mr. Palmer and seconded by Mr. Nowell to adopt the Committee Charter for the Municipal Building Committee, thereby creating the ad hoc committee for the Police Station and Connector Road projects, but was subsequently withdrawn.

9. Municipal Building Committee Appointments

No action was taken on this item as there was no successful motion creating the ad hoc Municipal Building Committee in the previous item.

10. Discussion and Possible Action Regarding Future Discussions with York's Wild Kingdom

Moved by Mr. Palmer, seconded by Mr. Speers to authorize the Chair and Vice Chair to meeting with the Owner of York's Wild Kingdom to discuss issues of mutual concern. Vote 4-1, Mr. Nowell against, motion passes.

11. Discussion and Possible Action to Authorize SMRT, Inc. to Obtain a Construction Cost Estimate of the Police Station Projects

No action was taken on this item.

12. Discussion and Possible Action Regarding Cable TV Franchise Agreement

Moved by Mr. Macdonald, seconded by Mr. Speers to table this item. No objection, so ordered.

13. Property Redemption: 238 Chases Pond Road

Moved by Mr. Nowell, seconded by Mr. Palmer to approve the property redemption of Tax Map 0093-0027; located at 238 Chases Pond Road, as requested, subject to the attached conditions being met and that all taxes, interest and administrative costs are paid in full by no later than January 9, 2015. Vote 5-0, motion passes.

14. Resignation of Kelly Wilsey from the Conservation Commission

The Board unanimously accepted the resignation, with regret.

L. Other Business

None

M. Citizens' Forum

Public Comment: David Brinkman

Adjourn

Moved by Mr. Speers, seconded by Mr. Palmer to adjourn the meeting at 9:10PM. No objection, so ordered.

**BOARD OF SELECTMEN'S  
MEETING MINUTES  
2:30PM MONDAY, OCTOBER 22, 2014  
YORK PUBLIC LIBRARY**

**Present:** Chairman Mary Andrews, Vice Chairman Robert E. Palmer Jr., Ronald Nowell, Jonathan O. Speers, and Director of Human Resources Liam Gallagher.

**Call to Order**

Chairman Mary Andrews called the meeting to order at 2:30PM.

**A. Executive Session**

1. Town Manager Search Discussion; Pursuant to MRSA Title 1, Section 405 (6)(A)

Moved by Mr. Palmer, seconded by Mr. Macdonald to enter into Executive Session. Without objection, so ordered.

Moved by Mr. Macdonald, seconded by Mr. Speers to exit out of Executive Session. Without objection, so ordered.

**Adjourn**

Chairman Mary Andrews adjourned the meeting at 3:15PM.

**BOARD OF SELECTMEN'S  
MEETING MINUTES  
5:00/7:00PM MONDAY, NOVEMBER 10, 2014  
YORK LIBRARY**

**5:00PM Workshop**

1. Municipal Building Committee Interviews
2. Workshop – Police Station and Connector Road Projects

**7:00PM Regular Meeting**

**Present:** Chairman Mary Andrews, Vice-Chairman Robert E. Palmer, Jr., Jonathan O. Speers, Torbert Macdonald, Ronald Nowell, Town Manager Stephen H. Burns, Recorder Melissa M. Avery and members of the press and public.

**Call to Order**

Chairman Mary Andrews called the meeting to order at 7:10PM.

**Opening Ceremonies**

**A. Chairman's Report**

Chairman Mary Andrews reported that all the documents presented at the Police Station Workshop held prior to this meeting are all available online and in the Town Manager's Office.

**B. Manager's Report**

No Manager's Report.

**C. Awards**

1. Video System for Police Station

Police Chief Bracy recommended that the Board of Selectmen award the bid for a new video recording system for the Police Department to Norris, Inc. in the amount of \$25,312.00.

Moved by Mr. Nowell, seconded by Mr. Speers to award the bid for a new recording systems for the Police Department to Norris, Inc. in the amount of \$25,312.00. Vote 5-0, motion passes.

2. Utility Truck Body for DPW Chassis

The Department of Public Works solicited bids from two different utility body vendors. The following bids were received:

- |   |            |
|---|------------|
| 1. Messer Truck Equipment                   | \$8,675.00 |
| 2. North American Equipment Upfitters, Inc. | \$9,162.96 |

Director of Public Works Dean Lessard recommended that the Board of Selectmen award the bid for the new Public Works Pickup Truck Utility Body to Messer Truck Equipment.

Moved by Mr. Nowell, seconded by Mr. Speers to award the Utility Bid for the Public Works Pickup to Messer Truck Equipment in the amount of \$8,675.00. Vote 5-0, motion passes.

**D. Reports**

**E. Citizens' Forum** – The Citizens' Forum is open to any member of the audience for comments on items listed on this meeting agenda. All comments should be respectful in tone and should be directed to the Chair. Comments should be brief and to the point. Questions that require extended answers or that cannot be readily answered will be referred to the Town Manager for follow-up. Anyone who wishes to submit a written request for future agenda items can do so on the form available at this meeting or may obtain the form through the Town Manager's Office.

Public Comment: Brian McGann  
Paula Dale  
Richard Smith  
Dave Emory  
David Chase  
Peter Ashley  
David Lindsay  
Doug Bracy  
Tom Rose

**F. Approval of Warrant #19**

Moved by Mr. Nowell, seconded by Mr. Speers to approve Warrant #19. Vote 5-0, motion passes.

**G. Public Hearings**

1. New Business License: The Lynwood Inn

Moved by Mr. Nowell, seconded by Mr. Palmer to open the public hearing regarding a new Business License for the Lynwood Inn. Without objection, so ordered.

Public Comment: None

Moved by Mr. Nowell, seconded by Mr. Speers to close the public hearing. Without objection, so ordered.

**H. Endorsements**

Business Licenses:

1. William Holler DBA: 3 Buoys Seafood Shanty and Grille; Located at 2 US Route One (Food Service, Liquor)
2. Ellen Boloker DBA: Beauport Inn; Located at 339 Clay Hill Road (Bed and Breakfast)
3. Erik Heyland DBA: Microtel Inn and Suites; Located at 6 Market Place Drive #4 (Food Service, Innkeeper)

Moved by Mr. Nowell, seconded by Mr. Speers to approve the following licenses: William Holler DBA: 3 Buoys Seafood Shanty and Grille; Located at 2 US Route One for Food Service and Liquor, Ellen Boloker DBA: Beauport Inn; Located at 339 Clay Hill Road for Bed and Breakfast, Erik Heyland DBA: Microtel Inn and Suites; Located at 6 Market Place Drive #4 for Food Service and Innkeeper, subjection to taxes, fees and inspections being current and compliant with the usual noise stipulations. Vote 5-0, motion passes.

**I. Old Business**

1. Discussion and Possible Action on Moving Forward with the Police Station Project

Moved by Mr. Palmer, seconded by Mr. Speers to continue moving forward with the Police Station Project. Vote 5-0, motion passes.

2. Discussion and Possible Action on Moving Forward with the Connector Road Project

Moved by Mr. Palmer, seconded by Mr. Speers to continue moving forward with the Connector Road Project. Vote 3-2, Mr. Nowell and Mr. Macdonald against, motion passes.

3. Discussion and Possible Action on Municipal Building Committee Charge

The Board discussed that they would like to amend the Committee Charter to have 7 voting members; 6 at large and 1 representative from the Budget Committee.

Moved by Mr. Nowell, seconded by Mr. Speers to approve Committee Charter for ad hoc the Municipal Building Committee Charter, as amended for the Police Station and Connector Road projects. Vote 5-0, motion passes.

4. **Municipal Building Committee Appointments**

Moved by Mr. Palmer, seconded by Mr. Speers to appoint William Masterson, James Towel, Wayne Martin, Dick Bachelder, Stephen Kosacz and Patrick Garon as members to the Municipal Building Committee. Vote 5-0, motion passes.

5. **Discussion and Possible Action to Authorize SMRT, Inc. to Obtain a Construction Cost Estimate for the Police Station Project**

Moved by Mr. Nowell, seconded by Mr. Speers to authorize SMRT, Inc. to obtain a construction cost estimate for the Police Station project, with a cost not to exceed \$7,500. Vote 5-0, motion passes.

**J. New Business**

1. **Action on Letter of Approval for Games of Chance**

Moved by Mr. Macdonald, seconded by Mr. Palmer to approve the 2015 Blanket Letter of Approval for Games of Chance. Vote 5-0, motion passes.

**K. Other Business**

**L. Citizens' Forum**

Public Comment: David Lindsay

**Adjourn**

Moved by Mr. Nowell, seconded by Mr. Palmer to adjourn the meeting at 9:15PM. Without objection, so ordered.



**WORKFORCE  
HOUSING COALITION**  
— OF THE GREATER SEACOAST —

*Opening Doors to Vibrant Communities*

***The Maine Community Foundation***  
**Workforce Housing Design Charrette in York, Maine**  
**Hosted by the Workforce Housing Coalition of the Greater Seacoast**

**October 15 & 17, 2014**



*Town of York* Maine





WORKFORCE  
**HOUSING COALITION**  
— OF THE GREATER SEACOAST —

*Opening Doors to Vibrant Communities*

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## INTRODUCTION

The Workforce Housing Coalition of the Greater Seacoast organized a workforce housing design charrette in the community of York, Maine. The event was held over a two-day period, October 15 and 17, 2014. The process included a site walk, community dialogue session, and design workshop, culminating in a design reveal on October 17, 2014. This, the Coalition's fifth annual design charrette, produced conceptual designs for the development of workforce housing opportunities on the subject sites located in the U.S. Route 1 and Vacation Drive vicinity of York, Maine.

## WHAT IS A CHARRETTE?

A charrette is an intensive planning session where property owners, community residents, designers, and other professionals collaborate to create a vision for development. Charrettes often take place in multiple sessions in which the group divides into sub-groups. Each sub-group then presents its work as material for further dialogue. Such charrettes serve as a way of quickly generating multiple design concepts while integrating the aptitudes and interests of a diverse collection of people.

A Workforce Housing Coalition design charrette is a unique opportunity to...

- Envision workforce housing developments possible under current regulations.
- Suggest modifications to current regulations to better suit workforce housing development.
- Test the financial feasibility of design concepts.
- Provide options to decision-makers for potential development of the subject sites.

The charrette process can be summarized in nine steps;

1. Identify the study area.
2. Reach out to property owners and stakeholders.
3. Research the study area.
4. Recruit volunteer design teams.
5. Walk the site with owners and stakeholders.
6. Listen to needs and concerns of all stakeholders.
7. Create design options by volunteer team members.
8. Present designs and recommendations to all stakeholders.
9. Prepare a Summary Publication with recommendations.

Typical charrette teams include:

Designers and planners - architects, landscape architects, engineers, environmental consultants, municipal and consulting planners.

Financing and development professionals - developers, construction estimators, bankers, and real estate agents.

Charrette team members are unpaid volunteers, who contributed an average of 14 hours, plus travel time, to the York charrette process. This amounted to over 335 volunteer hours of professional talent and time put into the York project.

## CHARRETTE DESIGN TEAM

### Design Team Lead

Kristen Grant, Maine Sea Grant/University of Maine Cooperative Extension

Sarah Hourihane, DeStefano Architects, WHC Board of Directors

### Design Team Members

Jeff Clifford, Altus Engineering

Scott Collard, Scott N. Collard Landscape Architecture

Carrie DiGeorge, Kennebunk Savings Bank

Paul Fowler, adaptDesign

Todd Frederick, Town of York Planning Board

Greg Gosselin, Gosselin Realty Group

Peter J.L. Griem, Summit Engineering

Dick Johnson, Pine Brook Consulting

Chris Kehl, Kennebunk Savings Bank

Ron McAllister, York resident

Fiona McQuaide, York Housing

Patricia Martine, York Housing

Jaime Paolini, York Harbor Builders

Damien Pisano, Bangor Savings

Ralph Pope, Coldwell Banker Residential Brokerage, WHC Board of Directors

Kim Rogers, GL Rogers & Co., WHC Board of Directors

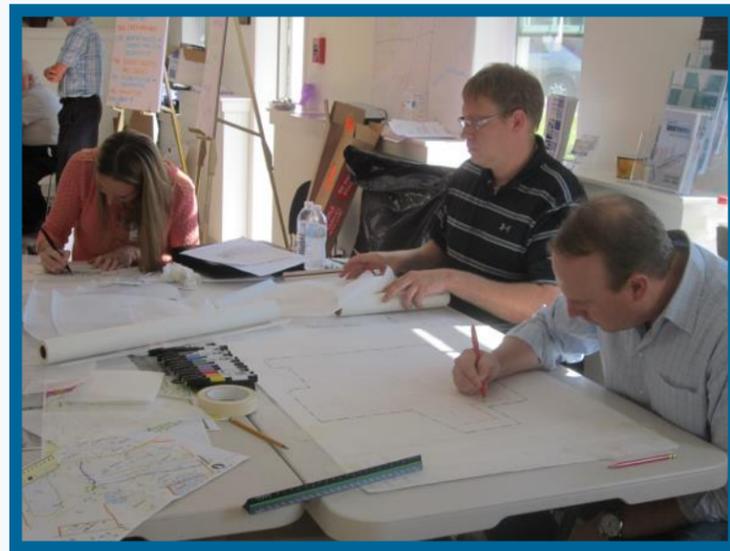
Gayle Sanders, Gayle Sanders Home Design L.L.C, WHC Board of Directors

Dylan Smith, Town of York

Peter Smith, Town of York Planning Board

Rick Vandenberg, Weston & Sampson

Adam Wagner, DeStefano Architects



## Event Planning Team

Ashlee Iber Amenti, WHC Executive Director  
Stephanye Schulyer, Unitil  
Leakana Sok, WHC Intern

## Summary Publication Design

Patricia Prescott, Consultant

## PROPERTY OWNERS

Sylvie Arsenault

Robert Fleischmann

Mark Robertson, TY Mark Enterprises

William Theriault

## CHARRETTE SPONSORS

Platinum Level:



Gold Level:



## SPECIAL RECOGNITION

Thank you to the Town of York, including Stephen Burns, Town Manager and Dylan Smith, Town Planner.

Also, thank you to the York Housing, particularly Patricia Martine, Executive Director and Fiona McQuaide, Assistant Director, Leasing Operations.

Additionally, we thank the local businesses who provided in kind technical and printing support, meeting space and refreshments for event attendees and volunteers - Kittery Community Center, Maine Sea Grant/University of Maine Cooperative Extension, T.H.A. Architects, L.L.C. and York Housing.

## HOUSING IN YORK

### York's home prices and affordability

The Maine State Housing Authority's publication "2013 Housing Facts for York County" reports that the Town of York has an affordability index of .63<sup>1</sup>, with a median home price of \$345,000, median income of \$59,962.

A household income needed to afford the median home price is \$94,757, and home price affordable to median income households is \$218,315. As you can see that's a huge gap between home prices and what is affordable to the median income family. This is a gap of \$126,685.

The only Southern Maine communities that are less affordable than the Town of York are Ogunquit and Kennebunkport.

Additionally, 76.4% of households or 4,179 out of 5,470 would be unable to afford the median home. The hourly rate that corresponds to the \$94,757 income needed to afford a median home is \$45.56/hour.

Rental affordability is listed only by county not town in the report. York County lands on the index at the .85 mark<sup>2</sup>. This is compared to .90 for the Maine average (This means York County is less affordable than Maine as a whole). The average 2 bedroom rent in York County is \$1,008 per month. The median income for households that rent in York County is \$34,314, whereas an income of \$40,335 would be needed to afford the average 2 bedroom home in York County. Rents of \$858 per month would be affordable to a family at the median income.

In York County, 57% of households are unable to afford the average 2 bedroom rent. This is 12,457 out of a total of 21,861 renter households. The average 2 bedroom rent with utilities is \$1,008. Household income needed to afford the average 2 bedroom rent is \$40,335 or \$19.39 per hour.

York County population has risen 21.1% between 1990-2013 and the number of households has increased 33.3%.

### York's high rate of single-family homes

In comparison, the composition of York's housing stock is significantly different than that of neighboring towns, the County and the State. On the whole, York has a higher-than-average rate of traditionally built single-family homes, and has lower-than-average manufactured housing, duplex, multi-family and other units.<sup>3</sup>

There is a severe lack of affordable housing, not only in York or in the Seacoast Region, but throughout the State of Maine, and in neighboring states as well. The State of Maine has acknowledged, in state law, the existence of a statewide affordable housing problem. Consider the purpose statement for the State's Affordable Housing Program:

Various parts of the State are experiencing severe shortages of affordable housing. The affordable housing shortage is also contributing to an increasing class of working poor people and creating severe hardships for a significant number of the State's citizens.

### Maine municipalities struggle in an affordable housing shortage

Municipalities feel the impact of the affordable housing shortage and find it difficult to deal with the problem with their inadequate resources. By working together, sharing resources and using more comprehensive measures, the State and its municipalities can more effectively address the shortage of affordable housing and the many other problems stemming from this housing shortage. (Title 30-A, §4751)...the lack of affordable housing for lower income and moderate-income households threatens the health, safety and welfare of Maine citizens.

Affordable housing solutions are possible when there is concerted action among state agencies which is coordinated with local and federal resources. Municipalities, which may make a positive or a negative impact on the cost and production of housing through local policies and regulations, need to be included in the solutions to the affordable housing crisis. ... (MRSA Title 30-A, §5003)

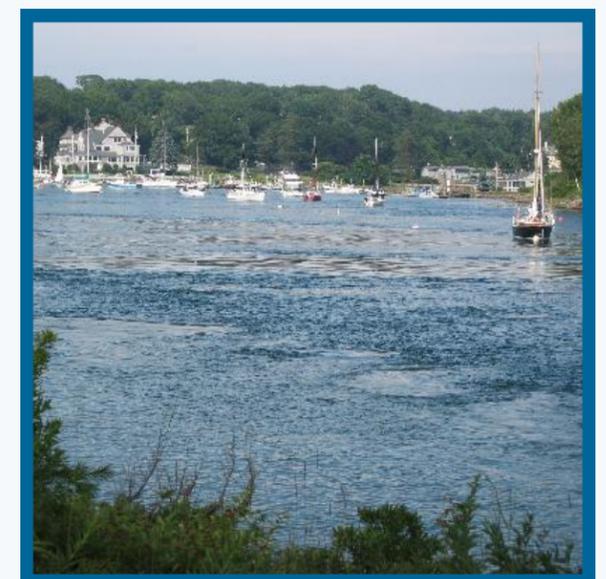
Because the problem is so wide-spread, all communities have an obligation to contribute to the solution. State policy mandates, "Any comprehensive plan... shall provide for the development of affordable housing for low-income and moderate-income households..."(MRSA Title 30-A, §4752) and that "... [each] municipality shall seek to achieve a level of 10% of new residential development... meeting the definition of affordable housing" (MRSA Title 30-A, §4326.3.G).

It is not legal for the Town to take or accept a policy position that someone who can't afford to live in York can simply live in another community. Every town is compelled by State law to participate in the solution. Furthermore, the neighboring towns aren't affordable either.

### Despite new construction in York, demand for workforce housing is still not met

The patterns of new construction seen in York are not likely to improve the rental situation. The predominant type of new housing built in York are large, single-family detached units. During the 1990s, the total number of manufactured homes declined from 305 to 255. The Town's manufactured housing standards are more restrictive than the State standards. Few multi-family units are being built. Few small homes or apartments are being built, and in fact the Town's minimum floor area standards prevent creation of small units such as studio apartments.

1. The Homeownership Affordability Index is the ratio of Home Price Affordable at Median Income to Median Home Price. An index of less than 1 means the area is generally unaffordable - e.g., a household earning area median income could not cover the payment on a median priced home (30 year mortgage, taxes and insurance) using no more than 28% of gross income.
2. The Rental affordability index is the ratio of 2 bedroom rent affordable at the Median Renter Income to the Average 2 bedroom rent. An index of less than 1 means that the area is generally unaffordable- e.g., a renter household earning area median renter income could not cover the cost of an average 2 bedroom apartment.
3. York Comprehensive Plan, Housing Chapter - Inventory & Analysis.





## SITE LOCATION & DETAILS

The charrette focus area is located on U.S. Route 1 in York Maine approximately two miles north of the Kittery Outlets in Kittery Maine and approximately two miles south of the intersection of U.S. Route 1 and U.S. Route 1A in York Maine.

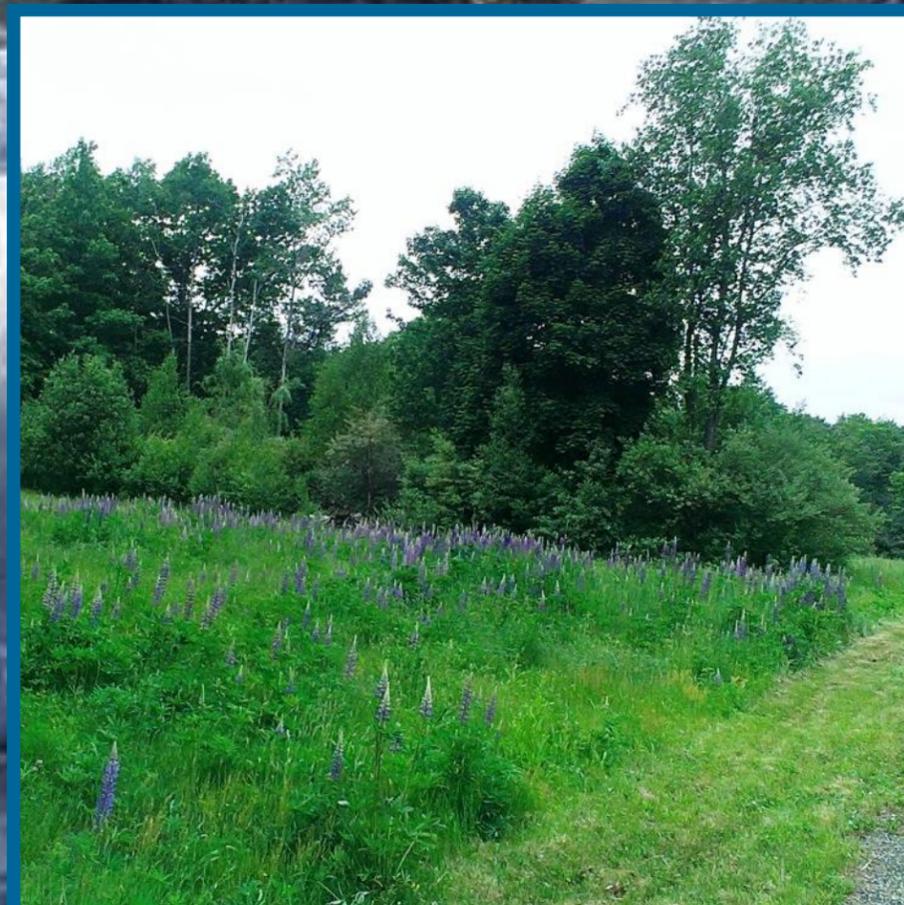
The subject sites include five properties under private ownership. They are located at 3 & 4 Vacation Drive, 22 U.S. Route 1 and 26 U.S. Route 1. The five lots comprise a total area of 16.69 acres and significant frontage on U.S. Route 1.

The Vacation Drive properties are owned by Mr. Robert Fleischmann of Portsmouth, New Hampshire. 4 Vacation Drive is 8.47 acres of vacant land valued at \$130,100 and 3 Vacation Drive is 2.04 acres of vacant land valued at \$94,600 according to the Town of York. The property has 60-foot wide frontage on U.S. Route 1 for the driveway and the property also comes with a 60-foot right of way which could provide an egress option. The state of Maine dug the large pond on backside of the property. The topsoil on the property was removed when it was a nursery but Mr. Fleischmann has spent over two years clearing the land and then nurturing fertile soil. Beautiful lupines thrive all over the property. There is also a large pile of loam on the back section of the property.

The property located at 22 U.S. Route 1 is owned by Mr. William Theriault. The property consists of 2.09 acres, valued at \$94,900 on which stands a one-story Ranch style residential building (about 800 square feet) valued at \$92,300 for a total value of \$187,200.

The site located at 26 U.S. Route 1 is owned by TY Mark Enterprises (Owned by Mark Robertson) consists of 2.01 acres of land valued at \$210,100, and a commercially used building valued at \$182,800 for a total value of \$392,900. Mr. Robertson owns and operates Hidden Treasures Antiques at the location.

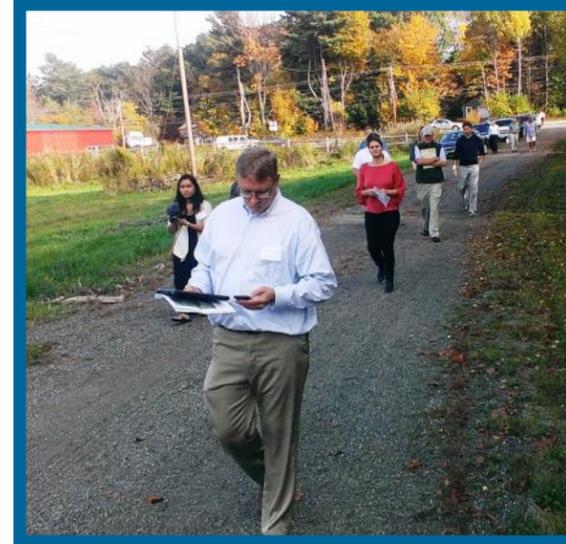
Ms. Sylvia Arsenault is the owner of the 3 Parsons Lane, Kittery, Maine. The property consists of 2.08 acres of land, valued at \$81,700 and a one-story Ranch style residential home valued at \$156,800, totaling a land and improvements value of \$238,500.



## SITE WALK

The Design Team gathered at 2:30 p.m. on Wednesday, October 15 at York Housing's Baldwin Center. After comments by Ashlee Iber Amenti, WHC Executive Director, the group departed for a site walk of the properties which are the focus of the study. Approximately thirty people assembled at U.S. Route 1 and Vacation Drive near the Kittery/York town line. The properties, fairly secluded and level, are accessed by a gravel road connecting with U.S. Route 1.

The group consisted of housing professionals — real estate agents, bankers, builders and developers, engineers, architects and landscape architects — as well as some town officials, property owners and interested citizens. The WHC Executive Director introduced Robert Fleischmann, owner of twelve of the approximately eighteen acres of land under consideration between Creation Lane (York) and Parsons Lane (Kittery). The land includes a spring-fed pond estimated to be approximately three acres in size where it was noted that no wetland determination has been made.



## SITE WALK OBSERVATIONS (cont'd)

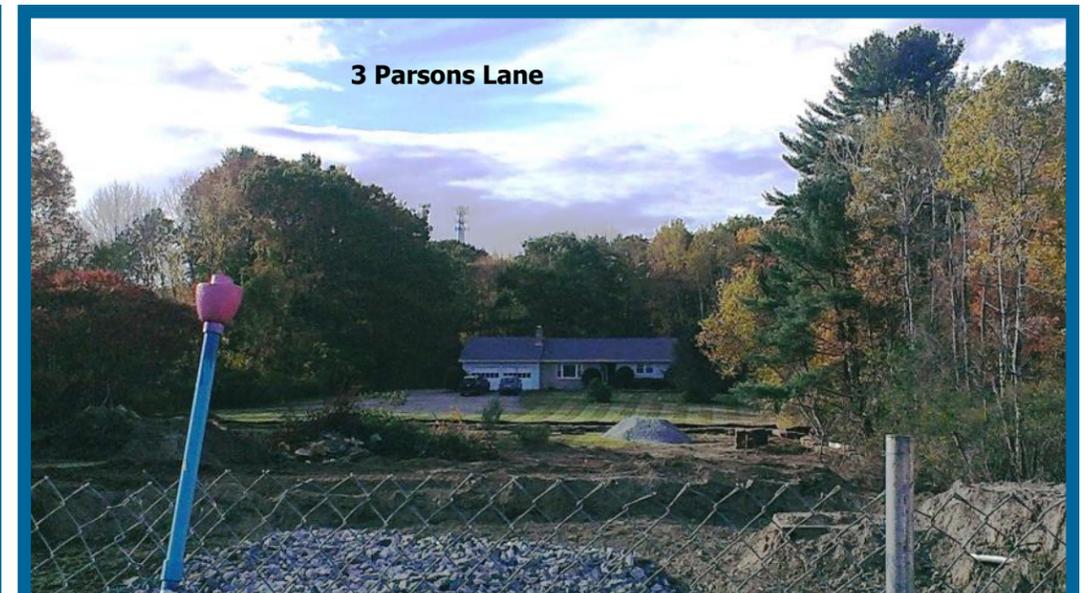
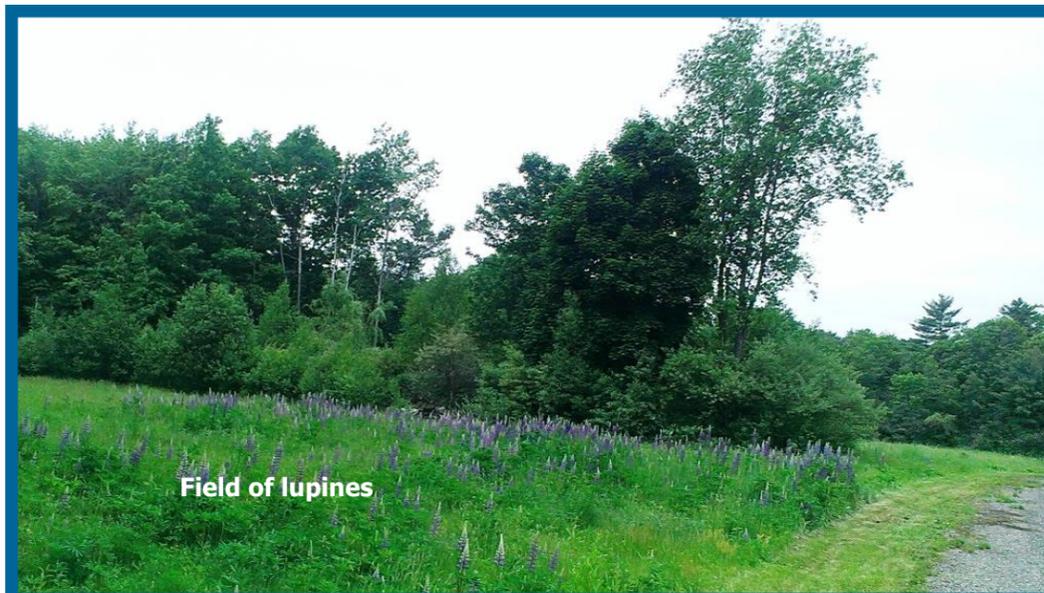
Robert Fleischmann, owner of the two Vacation Drive parcels, has owned the property since 2001. Previously the property had served as a resource for a landscaping and gardening supply business. Mark Robertson, owner of the adjacent parcel, 26 U.S. Route 1, was also in attendance. A third owner and the only owner living on the property, William Theriault, was not present. The Theriault lot contains a ranch style house and two outbuildings. The entire area is separated from Interstate 95 by a buffer of two additional wooded lots.

There is electricity service to the Theriault home but no town water or sewer service at present; the house currently has well and septic systems. A water line from the Town of Kittery is being extended to within 218 feet of the property from a mixed-use development of 22 units adjacent currently under construction. Sewer service from Kittery is also being extended to the 22 unit development, likely making these services available for future potential development at the charrette study area.

According to James Gambrell, York Housing board member, the property is not located in the designated growth area, therefore density standards would prohibit affordable housing according to the Town's existing zoning ordinance. Consequently, the property would have to be developed as mixed-use within which, according to Dylan Smith, Planner for the Town of York, the minimum 1-acre lot standard (section 5.4.12) would not apply. Alternatively, an exemption to the zoning standards would have to be petitioned or changes would have to be made to those standards.

Realtor Greg Gosselin, Gosselin Realty Group, talked about another development in the vicinity of Mount Agamenticus which is being planned for 40 units of new housing of which 6-8 homes will be designated as workforce housing. Such a plan might be relevant to the property on Vacation Drive.

The site visit ended at approximately 4:00 p.m.



## COMMUNITY DIALOGUE SESSION

Input from stakeholders is a key ingredient of the charrette process. Charrette subject site property owners, neighbors, neighborhood residents, business owners and community members were invited to a Community Dialogue Session on Wednesday, October 15 from 5:30 pm to 7:30 pm at York Housing's Baldwin Center.

### **Purpose: hear community members' hopes and concerns**

The purpose of a public session is to give charrette team members and property owners an opportunity to hear community members' hopes and concerns about potential future development of the subject sites.

### **Workforce Housing = homes affordable to people who work in York**

The dialogue opened with a presentation by Kristen Grant of Maine Sea Grant/University of Maine Cooperative Extension. She gave the group a definition review of crucial terms, addressing the question of the meaning of workforce housing in the current context — homes in York which are affordable to people who work in York.

### **Affordable = <30% household income to housing**

Ashlee Iber Amenti, WHC Executive Director, spoke about the purpose and history of the Workforce Housing Coalition and gave recognition awards to key supporters: the Maine Community Foundation, York Housing, Kennebunk Savings Bank, the Town of York, and York Hospital. She then went on to define workforce housing as housing that comprises no more

than 30% of household income (including utilities) and distinguished between owner and renter workforce housing. She showed photos of examples of workforce housing in the Seacoast and images of recent developments that are either re-used historic buildings (e.g., in Kennebunk), new construction or renovated housing (e.g., the Carriage House Apartments of York Housing).

Ashlee reviewed median income and housing data for York to illustrate the fact that many people were being excluded from affordable housing in the Town. Addressing the question of the market for such housing she identified entry-level workers — teachers, nurses, firefighters, artists and craftspeople, hospitality workers, etc. She concluded by describing the charrette process.

### **Previous Maine charrettes in Kittery and Wells**

Kristen returned to talk about previous workforce housing efforts — including a 2011 charrette process focused on a site in Kittery (across from the York Hospital facility on U.S. Route 1) for which two conceptual designs were developed and are currently being referenced by a potential developer. She also summarized a 2013 effort in Wells which focused on two potential sites and resulted in a recommendation for the Town to consider the development of an overlay zone — which is under discussion by the Planning Board. She explained that no development proposal is intended to result for the WHC charrette. The work is intended as an opportunity to engage stakeholders in a conversation about workforce housing — what it is, who needs it, etc. The results of the charrette are considered strictly conceptual; an effort to explore what is feasible and to raise awareness within the community.

Sarah Hourihane, of Destefano Architects and a WHC board member, then presented a virtual tour of the Vacation Drive property and described the demographics of York. She stated that the population of York (according to the 2010 Census) was 12,529 residents. There was some discussion about how large the summer population might be, compared to the number of year-round residents. Greg Gosselin, Gosselin Realty Group, said the seasonal population could be as high as 55,000 or more people.

### **Choosing a site: Land availability and owner receptivity**

Kristen Grant described the process by which this particular site came to be considered. Kristen responded describing the process by which she and Greg Gosselin ended up focused on the property. She said that they had considered several large "hubs" along the U.S. Route 1 corridor. Then sent inquiry letters to the owners of those lots, to which Mr. Fleischmann responded.

Greg Gosselin referred to the area as a commercial dead zone, meaning that so many commercial ventures had failed in this corridor. There were questions from the audience about potential problems with traffic flow and the difficulty of making a left turn from Creation Lane. Others expressed their concerns about the impact of workforce housing on property values as well as on the importance of connectivity within the site.

Ted Little, York resident, suggested the importance of a book by demographer Peter Francese that he suggested anyone interested in workforce housing should read.

Patricia Martine, York Housing's Executive Director, noted that workforce housing often looks like the kind

2 — 3 bedroom housing that was common thirty plus years ago. It is an alternative to McMansion developments that have become common in the Seacoast.

### **Looking at what's possible**

Ashlee Iber Amenti explained that the charrette will look at development opportunities at the site from two perspectives: 1) What is possible under existing conditions? and 2) What would be possible under changed conditions?

### **Community input: What would you LIKE to see? What would you NOT LIKE to see?**

Kristen Grant then introduced the process that would be used to provide participants with an opportunity to contribute ideas to the charrette design team to help guide their work. She explained that the group would be addressing three questions:

As we consider this as a potential site for workforce housing and other types of development,

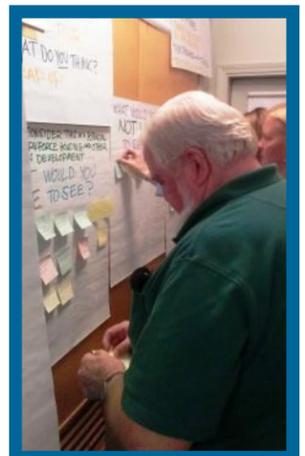
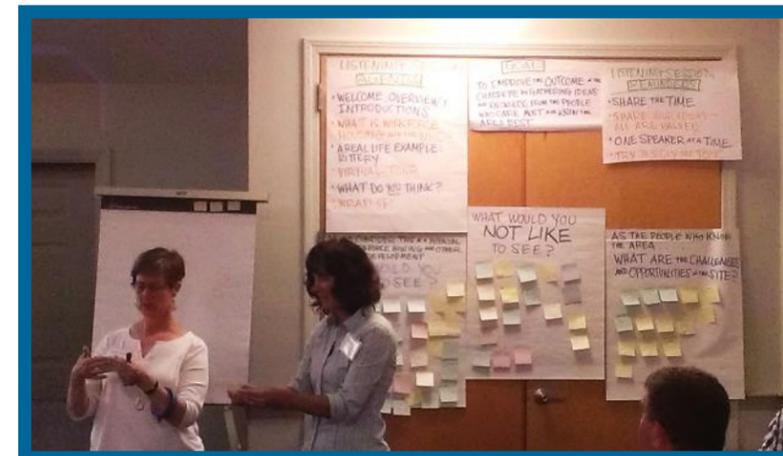
*What would you LIKE to see?*

*What would you NOT LIKE to see?*

*What are the opportunities, and challenges associated with this site?*

She then described the process that would be used for the remainder of the evening. People were asked to write their ideas on post-it notes, all of which would be read to the group, explained if necessary and sorted into themes.

At 6:30 p.m., the group began to write down and post their thoughts.





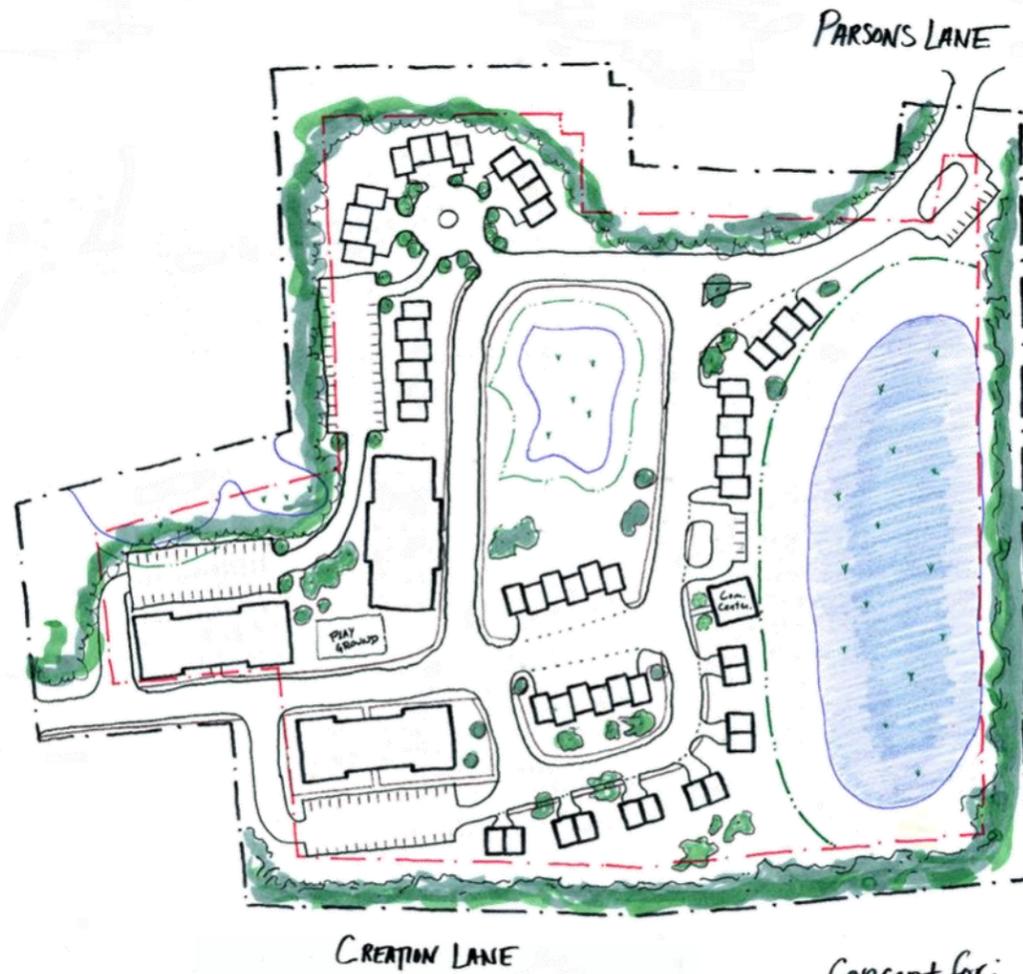
**CONCEPT DESIGN #1:**

**Extended Workforce Housing Overlay District Team**  
 (Adam Wagner of Destefano Architects, Principal Presenter).

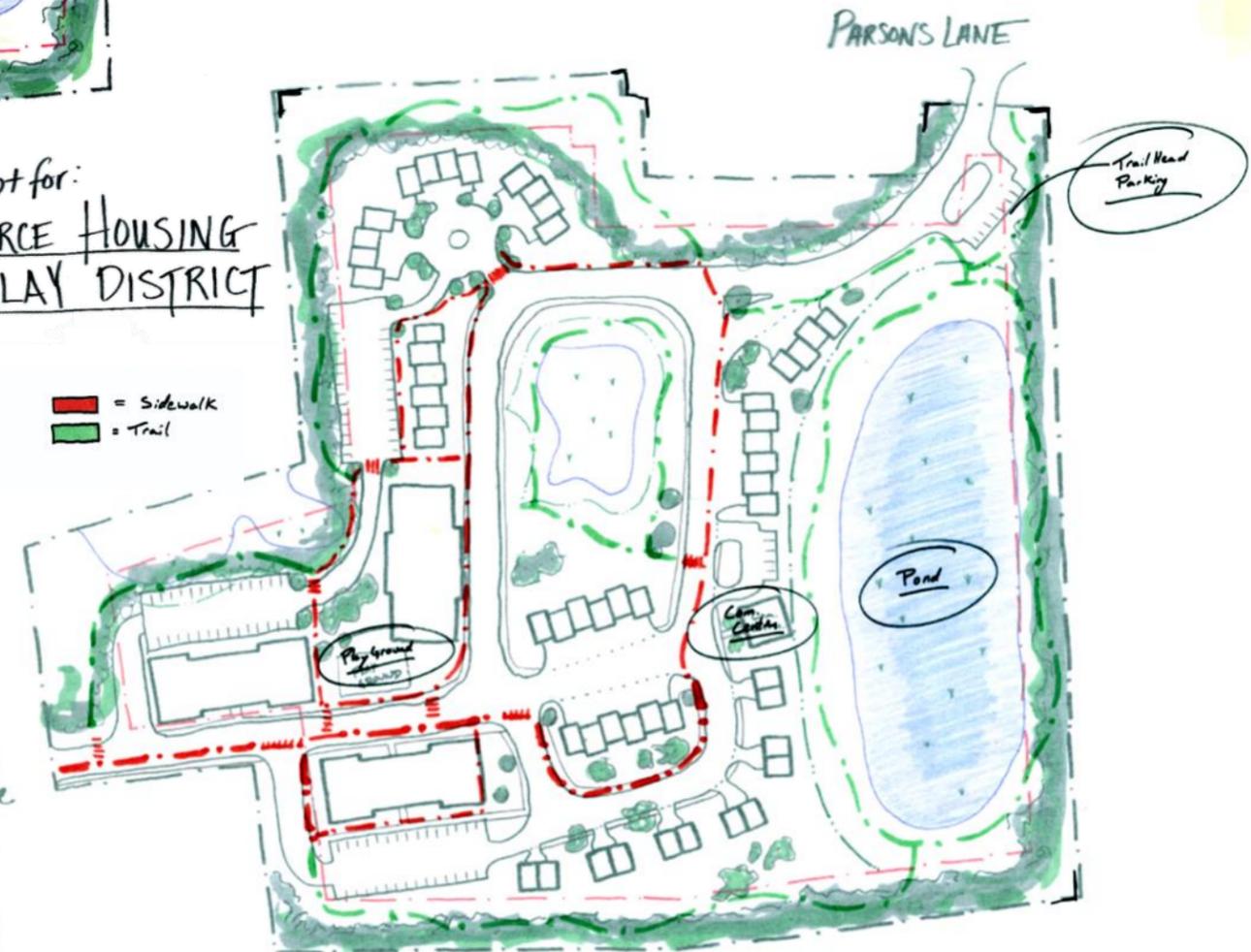
This group's design is premised on three building types: 1) 24 apartment units divided among three buildings each. These would be closest to U.S. Route 1, 2) two-story townhouse units of six units in each and 3) some duplexes. The center area could be left more or less untouched. The main property would be connected at the rear with Parsons Lane. The design retains the existing pond with walking trails around the water and perhaps a fountain in the pond and a playground.

The group did some preliminary cost estimates. Their assumptions are \$1.2 million for land acquisitions which figures out to be \$10,000 per unit for 120 units. Two-thirds of these would be rental units and the remainder owner occupied. The group knows that site costs need to be kept to a minimum. Construction costs were assumed to be \$110 per square foot. Town of York impact fees will add \$2,500 per unit for schools and water service.

This group's developing design envisions minimum property setbacks of 50 feet from interior streets and 80 feet from U.S. Route 1. There would be a 50 foot buffer off the pond and 25 feet off other wetlands on the site. Wetlands delineation would have to be determined. The design retains the existing pond with walking trails around the water and perhaps a fountain in the pond.



Concept for:  
**WORKFORCE HOUSING  
 OVERLAY DISTRICT**



## CONCEPT DESIGN #2:

### Gateway Village Team

(Gayle Sanders of Gayle Sanders Home Design L.L.C, Principal Presenter).

This design focuses on creating a gateway to welcome visitors to York. The proposal includes a roundabout on U.S. Route 1 at the entrance to the property with a wide boulevard into the property from the front approaching the pond and associated green spaces. There would be commercial space at the front of the property which might include an emergency care clinic and offices, perhaps a coffee shop and market. The group imagines a tower landmark at the entrance and assumes another access to/from Parsons Lane.

The housing on site would include apartments (for rental) as well as townhouses (for purchase). There would be a green buffer zone and walking paths through the property. The pond might be half filled in but the rest of that area would be maintained as open space perhaps featuring a gazebo. There will have to be a storm water plan that would keep water out of neighborhood. The housing is clustered into neighborhood pods and would feature six homes of 1,000 square feet (2-3 bedrooms). There would be covered parking behind the buildings and some form of community center in the work village.



**SURVEY RESULTS**

At the end of each part of the charrette process, we surveyed attendees and participants in an effort to gauge the overall effectiveness of our charrette program as a tool to initiate conversations about strategies for the balancing of housing types in the community.

We surveyed property owners, community forum participants, design reveal presentation attendees and our volunteer design team members. The survey questions we asked all participants addressed their general understanding of workforce housing, their understanding of the need for workforce housing, and their level of support for workforce housing development. The survey responses show that the charrette process is an effective method of increasing awareness of workforce housing, the need in the community, its benefits and for generating support of workforce housing development.

We also asked our volunteers, participants and attendees open-ended questions regarding what they liked or disliked and ways to improve the charrette process.

*I better understand the connection between availability of workforce housing and quality of life in the community.*

Property owners  
**100%**  
 strongly agree

Forum participants  
**80%**  
 strongly agree

**20% don't know**

*I better understand why workforce housing is needed.*

Property owners & forum participants  
**100%**  
 strongly agree

Volunteer team members  
**80%**  
 strongly agree

**10% don't know**  
**10% disagree**

*I have increased awareness and understanding of what workforce housing is.*

**100%**  
 strongly agree

*I am interested in participating in future WHC charrettes.*

Volunteer team members  
**80%**  
 strongly agree or agree

*I am more inclined to support workforce housing development*

Property owners  
**100%**  
 strongly agree

Forum participants  
**40%**  
 strongly agree

**60% don't know**

*I would recommend participating in a WHC charrette to a colleague.*

Volunteer team members  
**80%**  
 strongly agree or agree

**Don't know**

*"It was great to see energy-efficiency in the designs."*  
 - Attendee, Design Reveal

*"More time is needed to understand neighborhood concerns."* -Volunteer

*"I was very impressed with the array of skills and the quality of the professionals who worked on this charrette."*  
 - Volunteer

*"More of this should happen in our communities."*  
 - Property Owner

**Strongly Agree**

**Agree**

**Disagree**

**Strongly Disagree**

### What do you mean by workforce housing?

Workforce housing includes single-family homes, townhouses, condominiums and apartments that are affordable to low- and moderate-income households. To be affordable, monthly housing costs shouldn't demand more than 30% of gross household income. To close the widening gap between incomes and housing costs, some developers/owners utilize subsidy programs. However, subsidies are not synonymous with workforce housing.

The Workforce Housing Coalition defines workforce housing as for-sale housing which is affordable to a 4-person household earning no more than 100% of median area income or rental housing which is affordable to a 3-person household earning no more than 60% of median area income.

### Who needs workforce housing?

The Greater Seacoast of New Hampshire and Southern Maine is one of the least affordable regions in the country. Many people cannot afford to live in the communities in which they work, so they endure long commutes: which is harmful to the environment and limits time with family and at community and volunteer activities. Some people move away, leaving employers who are unable to hire and retain the workers needed to sustain and grow their businesses.

### What does workforce housing look like?

Contemporary workforce housing is based on good design and minimal impact - small, mixed-income developments that are distributed throughout a town. Developments in suburban settings are clustered to leave areas of open space. Compared to unplanned sprawl, such land use is much more efficient and attractive.

### Workforce Housing Coalition of the Greater Seacoast

With the support of our members, the Workforce Housing Coalition of the Greater Seacoast tackles complex issues that contribute to the region's limited housing options.

We offer planners and developers advice and resources on how to meet the housing need. Through our annual design charrettes, we inspire dialogue and generate concept designs that include innovative ways to increase the local supply of workforce housing.

We envision an adequate supply of affordable, desirable housing throughout the Greater Seacoast region that provides opportunities for area workers to put down roots, creating a more diverse community that benefits us all.

Since the Coalition's inception in 2001, we have helped nearly two dozen communities in the Greater Seacoast region of New Hampshire and Southern Maine to improve their housing regulations. In turn, local developers have created over 350 new units of workforce housing.

The lack of an adequate and balanced supply of housing poses a significant threat to the region's economic health and future. Addressing this issue requires that a broad range of individuals, organizations and public officials become engaged in efforts to change attitudes towards housing development.

### What can YOU do?

Learn the facts about the area's housing situation and recognize the link between an adequate and balanced housing supply and the area's economic and social stability.

Participate in local planning processes and monitor local regulatory practices to ensure that they provide reasonable opportunities for appropriate housing development.

Tell your local officials that you expect them to support actions, which lead to a balanced housing supply, and be prepared to support specific housing initiatives that make sense for your community.

Participate in the work of local non-profit housing development organizations or other housing providers.

Communicate your concern about the lack of adequate housing to state policymakers and advocate for policies and programs that support housing development.

Become a member or sponsor the Workforce Housing Coalition in your region supporting their work to stimulate the development of a range of housing options for the diverse workforce, visit [www.seacoastwhc.org](http://www.seacoastwhc.org) for more information.

Support the Workforce Housing Coalition of the Greater Seacoast and help to promote a friendlier climate for workforce housing development in the Greater Seacoast, visit [www.seacoastwhc.org](http://www.seacoastwhc.org) for more information.



### Workforce Housing Coalition of the Greater Seacoast

#### Board of Directors

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President, G.L. Rogers & Company, Inc.

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Principal, T.H.A. Architects L.L.C.

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Community Action Partnership of Strafford County

Rebecca Perkins  
Real Estate Law Associate, Orr & Reno, P.A.

Ralph Pope  
Sales Associate, Coldwell Banker Residential Brokerage

Gayle Sanders  
Owner, Gayle Sanders Home Design L.L.C.

Matthew Sullivan  
Regional Planner, Strafford Regional Planning Commission

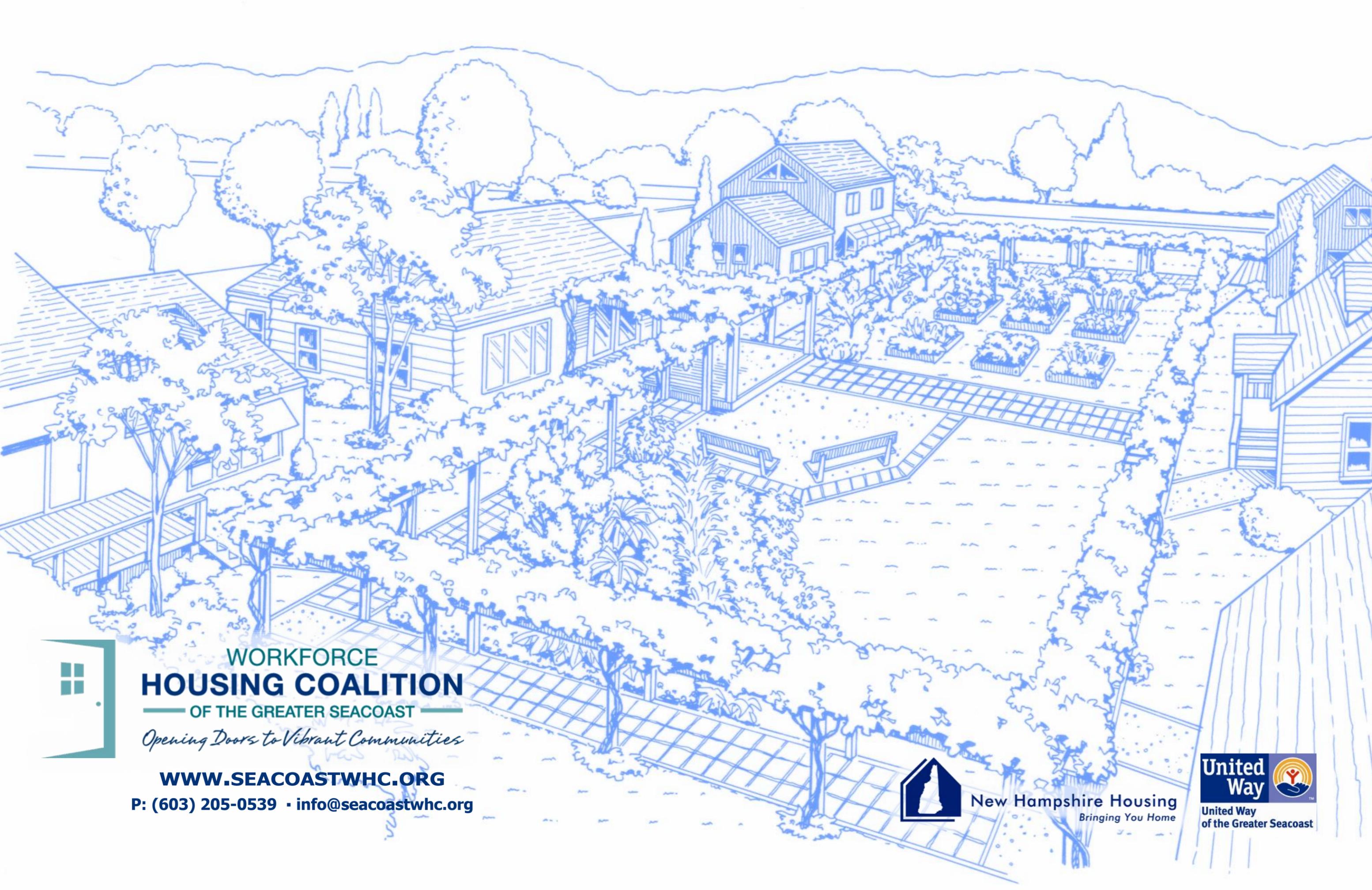
#### Staff

Ashlee Iber Amenti, Executive Director

#### Charrette Committee Co-chairs

Kristen Grant, Maine Sea Grant/ University of Maine  
Cooperative Extension

Thomas House, T.H.A. Architects, L.L.C.



WORKFORCE  
**HOUSING COALITION**  
OF THE GREATER SEACOAST

*Opening Doors to Vibrant Communities*

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**New Hampshire Housing**  
*Bringing You Home*





AGENDA ITEM NUMBER: \_\_\_\_\_

## REQUEST FOR ACTION BY BOARD OF SELECTMEN

<b>Date Submitted:</b> December 12, 2014	<b>Type of Action:</b> <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
<b>Date Action Requested:</b> December 15, 2014	
<b>Regular</b> <input checked="" type="checkbox"/> <b>Work Session</b> <input type="checkbox"/>	
<b>Subject:</b> Long Sands Bathhouse update	

<b>TO:</b> BOARD OF SELECTMEN
<b>FROM:</b> Stephen H. Burns, Town Manager
<b>RECOMMENDATION:</b> No action required at this time
<b>PROPOSED MOTION:</b> No motion required at this time

**Discussion:** On September 23, 2013 the Board of Selectmen directed staff to start work on the Long Sands Bathhouse replacement project. Voters approved \$687,000 on May 18, 2013, to replace the bathhouse. Staff were specifically asked to get survey work completed and to approach MDOT to find out about property acquisition in front of the bathhouse lot. Subsequent to this the Board agreed to integrate this project with two nearby drainage projects and an MPI-funded project to reconstruct Long Sands Road from the Anchorage to Cutty Sark. Working the projects together in a unified fashion allowed for coordination of design across projects and allows for economy in acquisition of services such as surveying and in use of time.

Survey work has been painfully slow, but we're getting close. Attached is one of 9 sheets of the survey for these projects. Easterly Survey is still refining the details, but they are very close to finished now.

Dean Lessard and Mike Sullivan have been in contact with MDOT about right-of-way issues, but those discussions could not be concluded without the survey information. Dean and Mike will be meeting with MDOT staff in Augusta on Tuesday, December 16<sup>th</sup> to share the new survey information and to discuss the process of perfecting the title of the rough portion of the right-of-way. They will also discuss the process of transferring land to the Town.

This update is offered in anticipation of the survey work being completed in short order and on positive discussions with MDOT about the right-of-way. I anticipate bringing forward several requests in January – issuance of an RFP to begin a design process, and creation and filling of a municipal building committee for this project.

Prepared By:

A handwritten signature in black ink, appearing to be 'D. Lessard', written over a horizontal line.

Reviewed By:

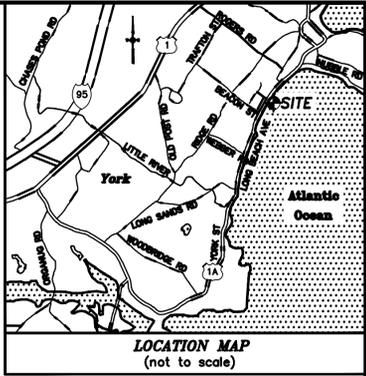
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**ZONING DATA:**  
 SHORELAND OVERLAY DISTRICT: 250' SETBACK  
 BASE ZONE: Residential 7 (RES 7)  
 BASE ZONE REQUIREMENTS: \*  
 MINIMUM LAND AREA: 12,000 Sq Ft (m)  
 MINIMUM STREET FRONTAGE: 100 Ft  
 MINIMUM LOT DEPTH: None  
 MINIMUM FRONT YARD SETBACK: 20 Ft  
 MINIMUM REAR YARD SETBACK: 12 Ft  
 MINIMUM SIDE YARD SETBACK: 12 Ft  
 MAXIMUM COVERAGE (IMPERVIOUS SURFACE RATIO): 20%  
 MAXIMUM BUILDING HEIGHT: 35 Ft

\*Per Town of York Zoning Ordinance Sec. 5.2.1 (m) = See Sec. 5.4

**LOT COVERAGE CALCULATION:**  
 EXISTING LOT AREA: 8,470 Sq. Ft.  
 (Measured to the Highest Annual Tide 2014)  
 STRUCTURES: 515 Sq. Ft.  
 NON-VEGETATED AREA: 2,215 Sq. Ft.  
 (2,730 Sq. Ft./8,470 Sq. Ft.) = 32.2%

**PRELIMINARY**



1 1/2" PIPE FOUND  
 LEANING, 3" DOWN

DAVID H. CAMACHO &  
 LISA A. CAMACHO  
 TAX MAP 33 LOT 108  
 Y.C.R.D. BOOK 10618 PAGE 92

N/F DOUGLAS E. BEALS,  
 SUSAN E. BEALS &  
 EVAN D. BEALS ET AL  
 TAX MAP 33 LOT 161  
 Y.C.R.D. BOOK 16467 PAGE 464

N/F DOROTHY F. FOSS REVOCABLE  
 TRUST u/a/d SEPTEMBER 26, 1991  
 TAX MAP 33 LOT 160  
 Y.C.R.D. BOOK 11356 PAGE 115

N/F AMY E. SALLESSE ET AL  
 TAX MAP 33 LOT 158-A  
 Y.C.R.D. BOOK 16678 PAGE 919

N/F ROBERT E. LARSEN &  
 SUE S. LARSEN ET AL  
 TAX MAP 33 LOT 158  
 Y.C.R.D. BOOK 16678 PAGE 863

N/F JANET B. STONE REVOCABLE TRUST  
 TAX MAP 33 LOT 153  
 Y.C.R.D. BOOK 15850 PAGE 639

N/F JANET B. STONE REVOCABLE TRUST  
 TAX MAP 33 LOT 152  
 Y.C.R.D. BOOK 15850 PAGE 637

N/F 590R MAIN STREET REALTY TRUST  
 TAX MAP 33 LOT 151-A  
 Y.C.R.D. BOOK 15877 PAGE 37

N/F DAVID R. CARRIER &  
 MARK R. CARRIER  
 TAX MAP 33 LOT 151  
 Y.C.R.D. BOOK 13010 PAGE 127

N/F MARILYN C. BANGS  
 TAX MAP 33 LOT 150  
 Y.C.R.D. BOOK 15510 PAGE 369

N/F HEIRS OF HARRY H. NORTON  
 Y.C.R.D. BOOK 893 PAGE 63  
 DATED JANUARY 16, 1937  
 (SEE NOTE 8)

**TAX MAP 33  
 LOT 152-A  
 0.36 Acres  
 (15,690 Square Feet)**  
 THE INHABITANTS OF THE  
 YORK BEACH VILLAGE CORP.  
 BOOK 1872 PAGE 395  
 DATED MAY 30, 1957

N/F HEIRS OF HARRY H. NORTON  
 Y.C.R.D. BOOK 893 PAGE 63  
 DATED JANUARY 16, 1937  
 (SEE NOTE 8)

N/F SANJAY MISTRY &  
 SEAL MISTRY  
 TAX MAP 33 LOT 114  
 Y.C.R.D. BOOK 16673 PAGE 674

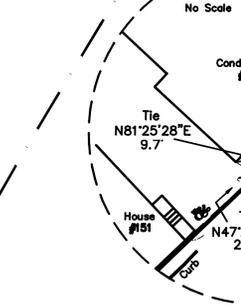
GRANITE STONE FOUND, 1" DOWN  
 (5" PIPE FOUND,  
 12" DOWN IN 2009)

FLOOD ZONE AO  
 DEPTH 1'  
 (See Note 11)

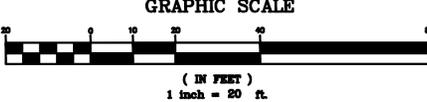
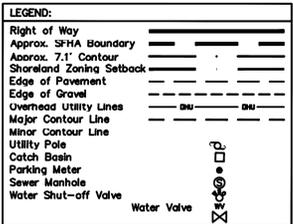
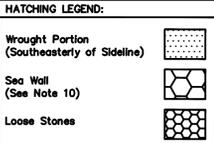
FLOOD ZONE VE  
 BFE= 17'  
 (See Note 11)

FLOOD ZONE VE  
 BFE= 18'  
 (See Note 11)

FLOOD ZONE VE  
 BFE= 17'  
 (See Note 11)



INSET  
 See Sheet 6 for Tie Lines For Right of Way



**PLAN REFERENCES:**

- "LOT LINE REVISION PLAT, OCEANSIDE AVENUE, YORK BEACH, YORK, MAINE, FOR ROBERT A. STONE", PREPARED BY DURGIN, VERRA AND ASSOCIATES, INC., DATED 1/14/92 AND RECORDED AT THE Y.C.R.D. IN PLAN BOOK 209 PAGE 46.
- "PLAN OF THE IDUNA SPRING HOTEL CO.'S, PROPERTY, YORK ME", PREPARED BY R.W. LIBBY ENGR., DATED MARCH 1899 AND RECORDED AT THE Y.C.R.D. IN PLAN BOOK 4 PAGE 32.
- "PLAN OF LAND AT LONG BEACH, YORK MAINE, CONVEYED BY S.G. DONNELL TO THE IDUNA SPRING HOTEL CO., CONTAINING-INCLUDING R.R.-14-4", PREPARED BY S.W. JENKINS, DATED JUNE 7, 1897 AND RECORDED AT THE Y.C.R.D. IN PLAN BOOK 3 PAGE 61.
- "PLAN OF PROPERTY OF S.G. DONNELL, YORK, ME", PREPARED BY DENNETT JOSE AND RECORDED AT THE Y.C.R.D. IN PLAN BOOK 3 PAGE 43.
- "PLAN SHOWING PORTION OF PROPERTY OF OLIVER J. ADAMS AND MARIE J. ADAMS, YORK BEACH, YORK, YORK COUNTY, MAINE, TO BE CONVEYED TO DOROTHY F. FOSS", PREPARED BY MOULTON ENGINEERING CO., INC., DATED JULY 30, 1963 AND RECORDED AT THE Y.C.R.D. IN PLAN BOOK 37 PAGE 4.
- "AGAWAM BY-THE-SEA, CONDOMINIUM, RECORD DRAWING, 8 OCEANSIDE AVENUE, YORK, MAINE, TAX MAP 33 LOT 114", PREPARED BY CLD CONSULTING ENGINEERS, DATED JUNE, 2006 AND RECORDED AT THE Y.C.R.D. AS CONDO FILE 701 PAGE 1.
- "PLAN OF LONG SANDS CONDOMINIUMS, LONG BEACH AVENUE, YORK BEACH, MAINE", PREPARED BY ANDERSON ASSOCIATES, DATED JUNE 1984 AND RECORDED AT THE Y.C.R.D. AS CONDO FILE 138 PAGE 1.
- "SITE PLAN OF SEASPAR CONDOMINIUM, LONG BEACH AVENUE, YORK, MAINE", PREPARED BY ANDERSON ASSOCIATES, DATED DECEMBER 1985 AND RECORDED AT THE Y.C.R.D. AS CONDO FILE 185 PAGE 1.
- "STANDARD BOUNDARY SURVEY OF, TIDES INN CONDOMINIUM, LONG BEACH AVENUE, YORK, MAINE", PREPARED BY ANDERSON LIVINGSTON ENGINEERS, INC., DATED APRIL 1997 AND RECORDED AS CONDO FILE 478 PAGE 1.
- "PLAN AND PROFILE, YORK, YORK COUNTY, MAINE FEDERAL AID SECONDARY PROJECT NO. F.A.S. 71 (1)", PREPARED BY THE STATE OF MAINE HIGHWAY COMMISSION AND DATED 1947, SHEETS 11-13.
- REFERENCE IS MADE TO NATIONAL FLOOD INSURANCE PROGRAM (NFIP) FLOOD INSURANCE RATE MAP (FIRM) TOWN OF YORK, MAINE, YORK COUNTY, PANEL 26 OF 32, COMMUNITY-PANEL NUMBER 230159 0026 D, MAP REVISED JUNE 17, 2002.
- REFERENCE IS MADE TO ONLINE COASTAL SAND DUNE MAP ENTITLED "COASTAL SAND DUNE GEOLOGY, LONG BEACH, CENTRAL, YORK, MAINE, BY PETER A. SLOVINSKY AND STEPHEN M. DICKSON", PREPARED BY THE MAINE GEOLOGICAL SURVEY, DATED 2011. OPEN-FILE NO. 11-74.

**NOTES:**

- OWNERS OF RECORD:  
 TAX MAP 33 LOT 152-A  
 THE TOWN OF YORK  
 Y.C.R.D. BOOK 1872 PAGE 395  
 DATED MAY 31, 1957
- TOTAL EXISTING PARCEL AREA:  
 TAX MAP 33 LOT 152-A  
 0.36 Acres (15,690 Sq. Ft.)
- NORTH IS RELATIVE TO AND THE HORIZONTAL DATUM IS NAD 83 (2011), MAINE STATE PLANE COORDINATES, 1802 ME W, PER STATIC GPS OBSERVATIONS.
- APPROXIMATE ADJUTER'S LINES SHOWN HEREON ARE FOR REFERENCE PURPOSES ONLY AND SHALL NOT BE RELIED UPON AS BOUNDARY INFORMATION.
- EASEMENTS OR OTHER UNWRITTEN RIGHTS MAY EXIST THAT ENCUMBER OR BENEFIT THE PROPERTY NOT SHOWN HEREON.
- ZONING INFORMATION SHOWN HEREON IS FOR REFERENCE PURPOSES ONLY. CONFIRM CURRENT REQUIREMENTS WITH THE TOWN OF YORK PRIOR TO DESIGN OR CONSTRUCTION.
- THIS PROPERTY IS SUBJECT TO A RIGHT OF WAY DESCRIBED IN BOOK 1872 PAGE 395.
- THE PROPERTY ON THIS SHEET (5 OF 9), WHICH IS LOCATED SOUTHEASTERLY OF THE SOUTHEASTERLY SIDELINE OF THE RIGHT OF WAY RECORDED IN COUNTY COMMISSIONERS BOOK 27 PAGE 71 IS THOUGHT TO BE DESCRIBED IN DEED BOOK 893 PAGE 63 AND MAY BE NOW OWNED BY THE HEIRS OF HARRY H. NORTON, WITH THE EXCEPTION OF THE LAND DESCRIBED IN DEED BOOK 1872 PAGE 395 (TAX MAP 33 LOT 152-A).
- THE RIGHT OF WAY AS SHOWN ON THIS PLAN IS BASED ON THE DESCRIPTION FOUND IN COUNTY COMMISSIONERS BOOK 27 PAGE 71, DATED JULY 1, 1919 OF THE Y.C.R.D. THE LOCATION WAS ESTABLISHED USING A COMBINATION OF THE LINES, EXISTING MONUMENTS AND A BEST FIT LOCATION.
- PRESCRIPTIVE EASEMENT FOR HIGHWAY PURPOSES WITHIN LIMITS OF WROUGHT PORTION (L.O.W.P.).
- THE STATE OF MAINE DEPARTMENT OF TRANSPORTATION CLAIMS RIGHTS TO THE WROUGHT PORTIONS BOTH NORTHWESTERLY AND SOUTHEASTERLY OF THE RECORD RIGHT OF WAY ALONG US ROUTE 1-A, RECORDED IN COUNTY COMMISSIONERS BOOK 27 PAGE 71, DATED JULY 1, 1919.
- THE WROUGHT PORTION OF THE NORTHWESTERLY SIDE OF THE RIGHT OF WAY IS DESCRIBED AS THE AREA BETWEEN THE NORTHWESTERLY SIDELINE OF THE RIGHT OF WAY AND APPROXIMATELY THE NORTHWESTERLY EDGE OF THE SIDEWALK.
- THE WROUGHT PORTION OF THE SOUTHEASTERLY SIDE OF THE RIGHT OF WAY IS DESCRIBED AS THE AREA BETWEEN THE SOUTHEASTERLY SIDELINE OF THE RIGHT OF WAY AND APPROXIMATELY THE SOUTHEASTERLY EDGE OF THE SEA WALL, AS CONSTRUCTED.
- \*NOTE: THE SEA WALL AS SHOWN ON THIS PLAN WAS LOCATED USING THE READILY AVAILABLE EVIDENCE FOUND IN THE FIELD IN MAY OF 2014 AND THE LOCATION OF AREAS EXCAVATED BY THE TOWN OF YORK ON NOVEMBER 18, 2014. PORTIONS OF THE SEA WALL AS CONSTRUCTED MAY BE BURIED BY SAND AND MAY EXTEND BEYOND THE LOCATION SHOWN ON THIS MAP.
- PORTIONS OF THIS PROPERTY ARE LOCATED WITHIN SPECIAL FLOOD HAZARD AREAS (SFHA) INUNDED BY 100-YEAR FLOOD ZONE AO AND ZONE VE PER PLAN REFERENCE 11.
- PORTIONS OF THIS PROPERTY ARE LOCATED WITHIN A FRONTAL DUNE AREA (D1) AND IS IN AN EROSION HAZARD AREA (EHA) PER PLAN REFERENCE 12.
- THE FRONTAL DUNE (D1) AREA OF THIS PROJECT BEGINS ALONG THE SOUTHEASTERLY EDGE OF THE SEA WALL AND RUNS GENERALLY ALONG THE WROUGHT PORTION -...WHERE THE DUNE HAS BEEN MODIFIED BY STRUCTURES, THE DUNE POSITION MAY BE INFERRED FROM THE PRESENT BEACH PROFILE...
- THE EROSION HAZARD AREA (EHA) OF THIS PROJECT IS GENERALLY LOCATED WITHIN FLOOD ZONE AO AND IS DESCRIBED AS "...ANY PORTION OF THE COASTAL SAND DUNE SYSTEM THAT IS MAPPED AS AN AO FLOOD ZONE BY THE EFFECTIVE FEMA FLOOD INSURANCE RATE MAP..."
- CONTACT THE MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION, BUREAU OF LAND AND WATER QUALITY FOR MORE INFORMATION PRIOR TO DESIGN AND CONSTRUCTION.

**CERTIFICATION**

**PRELIMINARY**

Kenneth D. Markley, R.L.S. #1322 Dated

**STANDARD BOUNDARY SURVEY**

FOR PROPERTY AT  
 178 Long Beach Avenue  
 York, York County, Maine  
 OWNED BY  
 Town of York  
 186 York Street, York, Maine 03909



SURVEYORS IN N.H. & MAINE 191 STATE ROAD, SUITE #1  
 (207) 439-6333 KITTERY, MAINE 03904

SCALE:	PROJECT No:	DATE:	SHEET:	CHECKED BY:
1" = 20'	14601	12/12/14	5 OF 9	B.M.K. K.D.M.
DRAWING No:	14601 EXISTING CONDITIONS	Tax Map 33 Lot 152-A		
FIELD BOOK No:	"York #26 & #28"			

REV.	DATE	STATUS	BY	CHKD	APPD.



AGENDA ITEM NUMBER: \_\_\_\_\_

## REQUEST FOR ACTION BY BOARD OF SELECTMEN

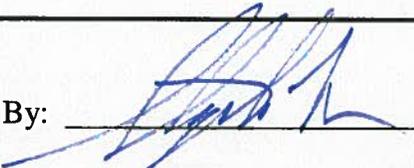
<b>Date Submitted:</b> December 12, 2014	<b>Type of Action:</b> <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
<b>Date Action Requested:</b> December 15, 2014	
<b>Regular</b> <input checked="" type="checkbox"/> <b>Work Session</b> <input type="checkbox"/>	
<b>Subject:</b> Proposed Revised FY15 Paving Projects	

<b>TO:</b> BOARD OF SELECTMEN
<b>FROM:</b> Dean Lessard, Director of Public Works
<b>RECOMMENDATION:</b> The Department recommends that the proposed revised pavement preservation projects for FY15 be approved.
<b>PROPOSED MOTION:</b> I move to approve the list of proposed revised pavement preservation projects, submitted by the Director of Public Works (draft dated 12/12/2014) for FY2015.

**Discussion:** We are altering the list for a few reasons: 1) to accommodate the York Sewer and York Water District's projects on Church Street and Shore Road. 2) address reduced carry forward balance.

<b>FISCAL IMPACT:</b>
<b>DEPARTMENT LINE ITEM ACCOUNT:</b>
<b>BALANCE IN LINE ITEM IF APPROVED:</b>

Prepared By: \_\_\_\_\_

Reviewed By: 

**Revised FY2015 Pavement Preservation Program**

**Approved FY2015 Asphalt Rubberized Chip Seal Surface Treatment**

Name	From	To	Scope	Shim Surface			Shim Surface			Entrances (#)	Affected Utilities	Culverts (#)	Curb Schedule (Y/N)			
				Shim (inches)	Surface (inches)	Length (Ft)	Width (Ft)	Quantity (Tons)	Quantity (Sq.Yds.)					Estimate Total (\$)	Chip Seal Treatment Estimate Total (\$)	
Bog	Situate	Fall Mill	Seal/AR	0.00	0.50	1375	22	0	3,361	0	\$17,192	\$17,192	None	None	0	No
Bog	Fall Mill	78 Bog	Seal/AR	0.00	0.50	1100	22	0	2,689	0	\$13,754	\$13,754	None	None	0	No
Fall Mill	Bog	Fall Mill Ext	Seal/AR	0.00	0.50	2830	22	0	6,918	0	\$35,384	\$35,384	None	None	0	No
Fall Mill	Pudding	Fall Mill Ext	Seal/AR	0.00	0.50	2766	22	0	6,761	0	\$34,584	\$34,584	None	None	0	No
Fall Mill Ext	Fall Mill	Dead End	Seal/AR	0.00	0.50	2799	22	0	6,842	0	\$34,997	\$34,997	None	None	0	No
<b>Sub Total (Ft.): 10,870</b>								0	26,571	\$0	\$135,911	\$135,911				
<b>Total (miles): 2.06</b>										\$0	\$135,911	\$135,911				

**Proposed FY2015 Asphalt Rubberized Chip Seal Surface Treatment**

Name	From	To	Scope	Shim Surface			Shim Surface			Entrances (#)	Affected Utilities	Culverts (#)	Curb Schedule (Y/N)				
				Shim (inches)	Surface (inches)	Length (Ft)	Width (Ft)	Quantity (Tons)	Quantity (Sq.Yds.)					Estimate Total (\$)	Chip Seal Treatment Estimate Total (\$)		
Mallard Drive	Winterbrook W	Flintrock Drive	Shim/Seal	0.75	0.00	1650	24	181	4,400	\$14,349	\$20,460	\$34,809	-\$30,409	YWD/YSD?	3	Yes	Spring 15
Snowbird Ln	Mallard Drive	Cul-De-Sac	Shim/Seal	0.75	0.00	650	21	62	1,517	\$4,946	\$7,053	\$11,998	-\$10,482	YWD/YSD?	None	Yes	Spring 15
Woodcock Ln	Mallard Drive	Cul-De-Sac	Shim/Seal	0.75	0.00	750	24	82	2,000	\$6,522	\$9,300	\$15,822	-\$13,822	YWD/YSD?	None	Yes	Spring 15
Pheasant Ct	Woodcock Lane	Cul-De-Sac	Shim/Seal	0.75	0.00	475	22	48	1,161	\$3,786	\$5,399	\$9,186	-\$8,025	YWD/YSD?	None	Yes	Spring 15
<b>Sub Total (Ft.): 3,525</b>								374	9,078	\$29,603	\$42,212	\$71,815					
<b>Total (miles): 0.67</b>										\$29,603	\$42,212	\$71,815					

**Approved FY2015 Maintenance Paving Projects**

Name	From	To	Scope	Surface			Surface			Running Total (\$)	Actual Cost (\$)	Balance (\$)	Utilities	Culverts	Curb Schedule	
				Shim/Base (inches)	Surface (inches)	Length (Ft)	Width (Ft)	Quantity (Tons)	Quantity (Sq.Yds.)							Estimate Total (\$)
Clark Road	Rte 1	River Road	Overlay	0.75	1.00	3075	21	689	\$62,040	\$62,040	\$0	\$62,040	YWD?	?	No	Spring 15
York Street	Woodbridge Rd	Roaring Rock	Overlay	0.75	1.50	1325	30	546	\$49,101	\$111,142	\$0	\$49,101	YWD/YSD?	1	Yes	Spring 15
Shore Road	Phillips Cove Rd	Bird Head Cliff	Overlay	0.75	0.00	5810	21	558	\$50,238	\$161,379	\$0	\$50,238	YWD?	Many	No	Fall 14
Shore Road	Ola County Road	Ocean Circuit	Overlay	0.75	0.00	5380	21	507	\$45,655	\$207,034	\$0	\$45,655	YWD?	Many	No	Fall 14
Chay Hill Rd	Logging Rd	4750 E Logging Rd	Overlay	0.75	1.25	4750	21	1,217	\$96,382	\$303,417	\$0	\$96,382	None	?	No	Fall 14
Perkins Drive	Chases Pond S	Chases Pond N	Shim/Seal	1.00	0.00	3275	21	420	\$37,757	\$341,174	\$0	\$37,757	None	1	No	Fall 14
Perkins Court	Chases Pond S	Chases Pond N	Shim/Seal	1.00	0.00	1550	21	199	\$17,870	\$359,044	\$0	\$17,870	None	None	No	Fall 14
<b>Sub Total: 25,065</b>								4,135	\$359,044	\$0	\$0	\$359,044				
<b>Total: 4.75</b>										\$0	\$359,044	\$0	\$359,044			

**Approved FY2015 Capital Projects & KACTS Projects**

Name	From	To	Scope	Surface			Surface			Reclaiming Total (\$)	Actual Cost (\$)	Balance (\$)	Utilities	Culverts	Curb Schedule		
				Shim/Base (inches)	Surface (inches)	Length (Ft)	Width (Ft)	Quantity (Tons)	Quantity (Sq.Yds.)							Estimate Total (\$)	
Cider Hill Rd	Route 1	Rte 95 Bridge	Overlay	0.75	1.50	1650	41	928	\$80,222	\$0	\$80,222	\$0	\$80,222	YWD	Many	?	Spring 16
Cider Hill Rd	Rte 95 Bridge	Gowen Lane	Reclaim	2.00	1.50	4925	30	3,154	\$272,546	\$14,775	\$287,321	\$287,321	KWD		Yes	Spring 16	
Cider Hill Rd	Gowen Lane	Scotland Bridge	Overlay	1.25	1.50	4500	30	2,265	\$195,664	\$0	\$195,664	\$0	\$195,664	KWD		Yes	Spring 16
<b>Sub Total: 11,075</b>								6,348	\$548,431	\$14,775	\$0	\$563,206					
<b>Total: 2.10</b>										\$0	\$563,206	\$0	\$563,206				

# Cost Comparison Analysis - Asphalt Overlay vs. Asphalt Rubberized Chip Seal

Asphalt Price/ Ton: \$72.00  
 Chip Seal/ SQYDS: \$4.65

\*Areas Highlighted in Yellow require Data Entries:

## Asphalt Shim and Asphalt Surface Treatment Overlay

Name	From	To	Scope	Shim/Base			Shim Surface			Surface Paving			Affected Utilities		
				(inches)	(inches)	(inches)	Length (Ft)	Width (Ft)	Quantity (Tons)	Quantity (Tons)	Estimate (\$)	Estimate (\$)	Estimate (\$)	Entrances (#)	Culverts (#)
Bog	Scituate	Fall Mill	Shim/Overlay	0.75	1.25	1375	22	138	231	\$12,455	\$20,759	\$33,215	None	None	No
Bog	Fall Mill	78 Bog	Shim/Overlay	0.75	1.25	1100	22	111	185	\$9,964	\$16,607	\$26,572	None	None	No
Fall Mill	Bog	Fall Mill Ext	Shim/Overlay	0.75	1.25	2830	22	285	475	\$25,636	\$42,726	\$68,361	None	None	No
Fall Mill	Pudding	Fall Mill Ext	Shim/Overlay	0.75	1.25	2766	22	278	464	\$25,056	\$41,760	\$66,815	None	None	No
Fall Mill Ext	Fall Mill	Dead End	Shim/Overlay	0.75	1.25	2799	22	282	470	\$25,355	\$42,258	\$67,613	None	None	No
<b>Sub Total:</b>				<b>10,870</b>				1,094	1,823	\$98,466	\$164,110	<b>\$262,576</b>			
<b>Total:</b>				<b>2.06</b>						\$98,466	\$164,110	<b>\$262,576</b>			

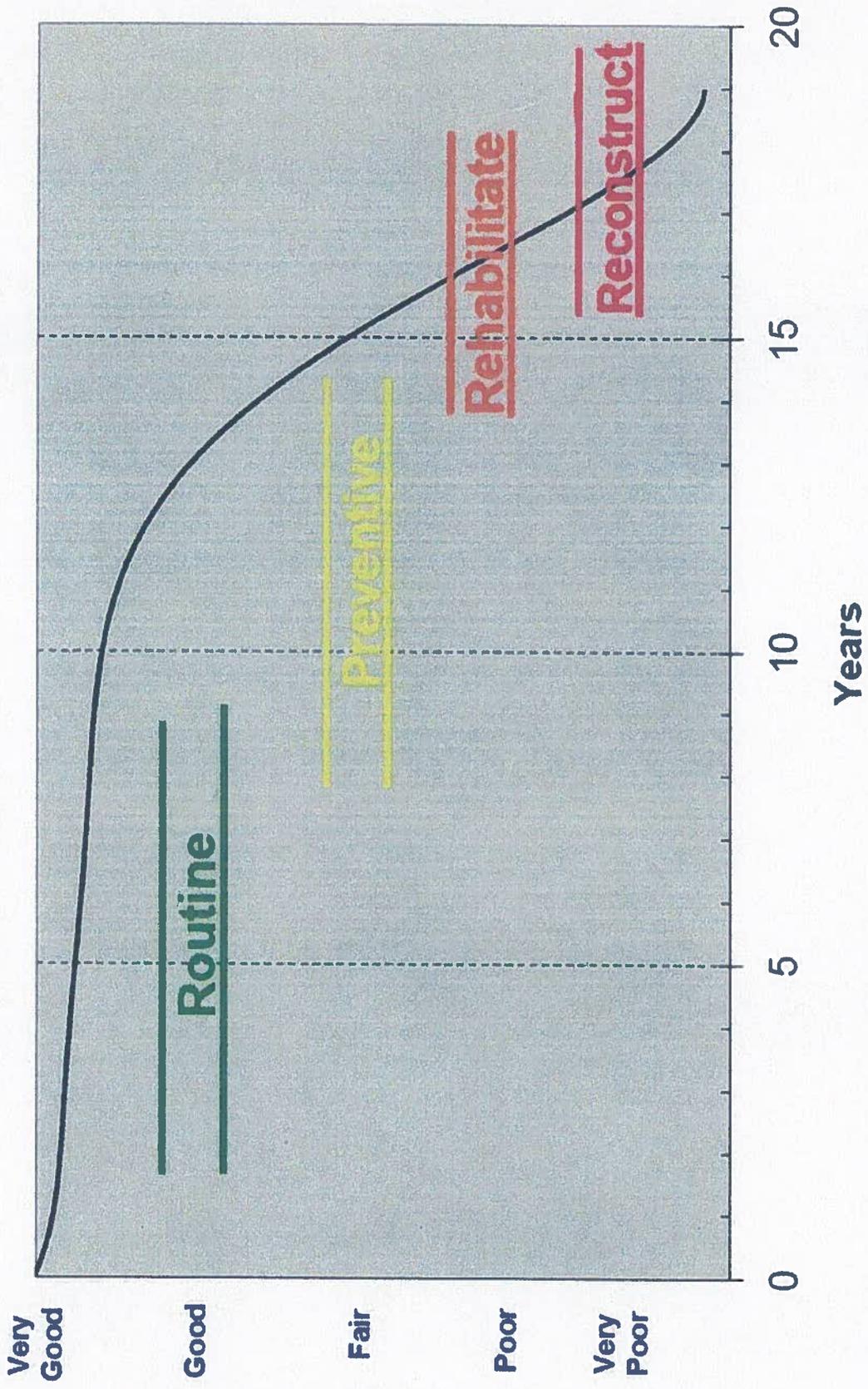
## Ashpalt shim and Asphalt Rubberized Chip Seal Surface Treatment

Name	From	To	Scope	Shim/Base			Shim Surface			Surface Paving			Affected Utilities		
				(inches)	(inches)	(inches)	Length (Ft)	Width (Ft)	Quantity (Tons)	Quantity (Sq.Yds.)	Estimate (\$)	Estimate (\$)	Estimate (\$)	Entrances (#)	Culverts (#)
Bog	Scituate	Fall Mill	Shim/AR	0.75	0.50	1375	22	138	3361	11,957	\$17,192	\$29,149	None	None	No
Bog	Fall Mill	78 Bog	Shim/AR	0.75	0.50	1100	22	111	2,689	9,566	\$13,754	\$23,319	None	None	No
Fall Mill	Bog	Fall Mill Ext	Shim/AR	0.75	0.50	2830	22	285	6,918	24,610	\$35,384	\$59,995	None	None	No
Fall Mill	Pudding	Fall Mill Ext	Shim/AR	0.75	0.50	2766	22	278	6,761	24,054	\$34,584	\$58,638	None	None	No
Fall Mill Ext	Fall Mill	Dead End	Shim/AR	0.75	0.50	2799	22	282	6,842	24,341	\$34,997	\$59,337	None	None	No
<b>Sub Total:</b>				<b>10,870</b>				1,094	26,571	\$94,527	\$135,911	<b>\$230,438</b>			
<b>Total:</b>				<b>2.06</b>						\$94,527	\$135,911	<b>\$230,438</b>			

## Asphalt Rubberized Chip Seal Surface Treatment without Shim

Name	From	To	Scope	Shim/Base			Shim Surface			Surface Paving			Affected Utilities		
				(inches)	(inches)	(inches)	Length (Ft)	Width (Ft)	Quantity (Tons)	Quantity (Sq.Yds.)	Estimate (\$)	Estimate (\$)	Estimate (\$)	Entrances (#)	Culverts (#)
Bog	Scituate	Fall Mill	Seal/AR	0.00	0.50	1375	22	0	3,361	0	\$17,192	\$17,192	None	None	No
Bog	Fall Mill	78 Bog	Seal/AR	0.00	0.50	1100	22	0	2,689	0	\$13,754	\$13,754	None	None	No
Fall Mill	Bog	Fall Mill Ext	Seal/AR	0.00	0.50	2830	22	0	6,918	0	\$35,384	\$35,384	None	None	No
Fall Mill	Pudding	Fall Mill Ext	Seal/AR	0.00	0.50	2766	22	0	6,761	0	\$34,584	\$34,584	None	None	No
Fall Mill Ext	Fall Mill	Dead End	Seal/AR	0.00	0.50	2799	22	0	6,842	0	\$34,997	\$34,997	None	None	No
<b>Sub Total (Ft.):</b>				<b>10,870</b>				0	0	\$0	\$135,911	<b>\$135,911</b>			
<b>Total (miles):</b>				<b>2.06</b>						\$0	\$135,911	<b>\$135,911</b>			

# Road Condition Decline Curve



**SPECIFICATIONS FOR ASPHALT-RUBBER SURFACE TREATMENT  
WITH AGGREGATE COVER**

**STRESS ABSORBING MEMBRANE - SAM  
STRESS ABSORBING MEMBRANE INTERLAYER - SAMI**

This specification covers requirements for materials, manufacture, and application of asphalt-rubber as a stress absorbing membrane (SAM) or a stress absorbing membrane interlayer (SAMI). This specification shall consist of an application of a combined reacted mixture of hot paving grade asphalt and ground rubber followed immediately with a cover material.

**1.0 MATERIALS**

**1.1 Base Asphalt Binder:**

The base asphalt binder shall have a PG (Performance Grade) of PG58-28. The supplier may substitute PG64-28 where needed to meet the requirements of ASTM D 6114 (type II). The intended PG must be used in the mix design and for the Asphalt-Rubber blending.

**1.2 Asphalt-Rubber Binder:**

The physical requirements for the Asphalt-Rubber binder shall conform to ASTM D 6114 type II specifications. The minimum percentage of ground rubber shall be 15% by weight of the total Asphalt-Rubber binder.

The reclaimed vulcanized rubber shall be produced primarily from the processing of automobile and truck tires. The rubber shall be produced by the ambient temperature grinding processes only.

The specific gravity of reclaimed vulcanized ground rubber shall be not less than 1.10 and not greater than 1.20

Rubber for use in Asphalt-Rubber binder shall be free of loose fabric, wire and other contaminants. Up to 4 percent (by weight of rubber) calcium carbonate or talc may be added to prevent caking or sticking of the particles together. The ground rubber shall be sufficiently dry so as to be free flowing and not produce foaming when blended with the hot PG binder.

At least two weeks before its intended use, the Contractor shall furnish samples of the Asphalt-Rubber binder proposed for use on the project. The samples shall consist of 2 one-quart size cans of the Asphalt-Rubber binder, together with the formulation and identification of the base PG binder used.

### 1.3 Aggregate

The aggregate shall conform to the requirement of appropriate state or local specifications for crushed stone. Crushed gravel stone will not be permitted. Percentage of wear as determined by the Los Angeles Abrasion Test (AASHTO-T96) shall be a maximum of 30. The aggregate shall be pre-heated to a temperature between 93°C and 149°C, (200°F and 300°F), and be pre-coated with 0.4% to 0.8% (by weight of aggregate) of PG 58-28, PG 64-28 or PG 64-22 asphalt binder prior to application. It is recommended that the gradation of the aggregate meet the following limits:

<u>Sieve Size</u>	<u>% Passing – Nominal Size</u>		
	<u>9.5 mm, (3/8")</u>	<u>12.5 mm, (1/2")</u>	<u>9.5 mm, (3/8") SAMI ONLY</u>
15.8 mm, (5/8")	100%	100%	100%
12.5 mm, (1/2")	100%	90 – 100%	100%
9.5 mm, (3/8")	85 – 100%	25 – 65%	85 – 100%
4.75 mm, (#4)	0 – 8%	0 – 8%	0 – 30%
2.36 mm, (#8)	0 – 4%	0 – 4%	0 – 5%
0.075 mm, (#200)	0 – 2%	0 – 2%	0 – 2%

#### NOTES:

1. For SAM applications use the 9.5 or 12.5 mm gradation requirements. The Flakiness Index shall be less than 20% (NFP 18-561 Test).
2. For SAMI applications use any of the above three (3) gradations. The Flakiness Index shall be less than 30% (NFP 18-561 Test).

### 1.4 Materials Testing

A minimum of 30 days prior to construction the Agency or contractor (if asphalt-rubber supplier is acting as a sub-contractor) shall send a representative sample of the asphalt binder and the aggregate proposed for use to the asphalt-rubber supplier for testing. Testing for stripping and asphalt content to determine and assure that appropriate characteristics are achieved when blended with the granulated rubber will be performed.

## 2.0 **ASPHALT-RUBBER MIXING AND REACTION**

### 2.1 Mixing and Reaction Equipment

The method and equipment for combining the ground rubber and PG asphalt binder shall be so designed and accessible that the Engineer can readily determine the percentage of each material being incorporated into the mixture.

Equipment utilized in the production and proportioning of Asphalt-Rubber binder shall include the following as a minimum:

An asphalt heating tank or heat exchanger with hot oil heat transfer to heat the PG asphalt binder

to the necessary temperature before blending with the ground rubber. This unit shall be equipped with a thermostatic heat control device.

A mechanical blender shall be utilized for proper proportioning and thorough mixing of the PG asphalt binder and ground rubber. This unit shall have a coriolis type mass flow meter capable of measuring and recording the flow rate and total quantity of asphalt binder in both gallons and weight. The quantity of ground rubber shall be determined by weight utilizing either a hopper equipped with load cells or a feeder equipped with a belt scale. The percentage of ground rubber based on total asphalt rubber binder shall be recorded.

An asphalt rubber storage tank equipped with a heating system to maintain the proper temperature of the binder and an internal mixing unit capable of maintaining a homogeneous mixture of asphalt and ground rubber.

## 2.2 Mixing

The temperature of the asphalt binder shall be between 325 and 400 °F at the time of addition of the ground rubber. Ensure that there are no agglomerations of rubber particles in excess of two inches in the least dimension in the mixing chamber.

The Contractor shall document that the proportions are accurate and that the rubber has been uniformly incorporated into the mixture. Ensure that the crumb rubber and asphalt binder are thoroughly mixed. Rubber floating on the surface or agglomerations of rubber particles is evidence of insufficient mixing. Maintain the temperature of the asphalt-rubber binder immediately after mixing between 325 and 375 °F for a minimum of 45 minutes before use.

## 3.0 **EQUIPMENT**

### 3.1 Distributor Truck

On projects exceeding 31.8 metric tons, (35 tons), of liquid asphalt rubber, at least two pressure-type bituminous distributor trucks in good condition will be required. The distributor shall be equipped with an internal heating device capable of heating the material evenly up to 218°C, (425° F); an internal mixing unit capable of maintaining a proper mixture of asphalt cement and granulated rubber; have adequate pump capacity to maintain a high rate of circulation in the tank and to spray the asphalt-rubber at a viscosity of 1,500 to 5,000 centipoise; have adequate pressure devices and suitable manifolds to provide constant positive cut-off to prevent dripping from the nozzles. Distributor shall be equipped with an electronically controlled computerized compensation unit for controlling application rates at various width and speed changes. The application unit shall have electronic controls and a digital read out installed and operated from the inside of the cab of the distributor. The distribution bar on the distributor shall be fully circulating. Any distributor that produces a streaked or irregular distribution of the material shall be promptly repaired or removed from the project.

Distributor equipment shall include a tachometer, pressure gauges, volume measuring devices, and a thermometer for reading temperature of tank contents. Controls for spray bar shall be located in cab of truck, for controlling width and rate of spray of product. It shall be so constructed that uniform applications may be made at the specified rate per square yard with a tolerance of plus or minus 0.05 gallon per square yard.

A "bootman" shall accompany the distributor and ride in a position so that all spray bar nozzles are in his full view and readily accessible for unplugging.

### 3.2 Hauling Equipment

Trucks for hauling cover material shall be rear discharge conveyor-fed or "live bottom" trucks and shall be equipped with a device to lock onto the hitch at the rear of the chip spreader to prevent aggregate spillage.

Sufficient hauling vehicles will be available to ensure continuous operation of the distributor and chip spreader.

### 3.3 Aggregate Spreader

The aggregate spreader shall be hydrostatically driven and self propelled. It must be equipped with a hydraulically controlled variable adjustable head that is capable of spreading stone in widths from 4.5 to 18 feet. The spreader shall be mounted on pneumatic tires, and shall apply the stone on the road surface in a manner that ensures that the tires do not contact the road surface until after the stone has been applied. The unit shall be equipped with an electronic radar type sensor used to measure ground speed and will automatically adjust the stone application rate depending on width of application and the speed of chip spreader. It shall have the ability to apply stone on any grade from 0 - 6%. The spreader shall be equipped with an integral hopper with a minimum capacity of 4.5 metric tons, (5 tons), of stone which shall be filled by trucks in a manner which ensures that the truck tires never come in contact with asphalt treated road surfaces until the stone has been properly applied. To maintain constant stone application, a self-locking truck hitch will permit towing of aggregate trucks without stopping the chip spreader. It will be capable of maintaining positive engagement over irregular terrain.

### 3.4 Pneumatic-Tired Roller

A minimum of two (2) self-propelled, multiple wheel, pneumatic-tired roller shall be used and shall weigh between 6.5 and 10.9 metric tons, (7 and 12 tons), and shall have a total compacting width of at least 1.4 meters, (56 inches). The pneumatic roller tires shall either be foam filled or have a minimum tire pressure of 414 kPa, (60 psi).

### 3.5 Steel-Wheel Roller

A minimum of one (1) self-propelled, 2-axle (tandem) steel-wheel roller shall be used and shall weigh between 7.3 and 10.9 metric tons, (8 and 12 tons), and be equipped with scrapers, wetting pads and watering system. Combination pneumatic and steel drum-type rollers are acceptable, as one unit only.

### **3.6 Self-Propelled Rotary Pick-up Sweepers**

A minimum of two (2) self-propelled rotary pick-up sweepers shall be used. They shall be designed, maintained, equipped, and operated so that the pavement surface can be swept clean. The rotary sweepers shall be equipped with adjustable down pressure on the sweeper heads and shall be capable of temporarily storing the picked up material from the surface of the pavement for disposal offsite.

## **4.0 CONSTRUCTION PROCEDURES**

### **4.1 Preparation**

The owner shall repair potholes, other areas of pavement failure, and major depressions in the existing pavement surface. The owner shall place a leveling course on planed, milled or existing surface, if required.

Immediately prior to application of the asphalt-rubber, the surface shall be thoroughly cleaned by sweeping. Contractor shall be responsible for covering all utility irons just prior to application and uncovering after aggregate is spread.

### **4.2 Seasonal and Weather Limitations**

The asphalt-rubber shall not be applied when weather conditions are unfavorable to obtaining a uniform spread. Construction shall proceed only when the atmospheric temperature is at least 10°C, (50°F), and rising. No water shall be present on the road surface. SAM's shall not be applied after September 15 as a final surface..

### **4.3 Asphalt-Rubber Application**

The asphalt-rubber mixture shall be applied at a temperature of 170° to 205°C, (338°F to 400°F), at a rate of 1.89 to 2.9 liters per square meter, (0.50 to 0.65 gallons per square yard). Exact application rate to be determined by the aggregate gradation, traffic volume and pavement condition.

Longitudinal joints shall be reasonably true to line and parallel to centerline. Where any construction joint occurs, the edges shall be broomed back and blended so there are no gaps and the elevations are the same, and free from ridges and depressions. Longitudinal joints shall be overlapped from 10.2 to 15.2 centimeters, (4 to 6 inches).

During application, adequate provision shall be made to prevent marring and discoloration of adjacent pavements, structures, vehicles, foliage or personal property.

### **4.4 Aggregate Application**

The application of aggregate shall follow as close as possible behind the application of the hot asphalt-rubber which shall not be spread further in advance of the aggregate spread that can be

immediately covered. Construction equipment or other vehicles shall not drive on the uncovered asphalt-rubber. The hot-precoated aggregate shall be spread uniformly by a self-propelled spreader at a rate of spread directed by the Agency, generally between 30 to 40 pounds per square yard. Any deficient areas shall be covered with additional material.

#### 4.5 Rolling

A minimum of three (3) rollers shall be used for aggregate embedment into the hot asphalt-rubber. At least two (2) of the rollers must be pneumatic-tired and one must be steel-wheel. Rolling shall commence immediately following spread of aggregate. There shall be at least three coverages by the pneumatic-tired roller to embed the aggregate particles firmly into the asphalt-rubber. Coverage shall be as many passes as are necessary to cover the entire width being spread with a pass being one movement of a roller in either direction. Additional coverage of the steel-wheel roller will follow. .

#### 4.6 Sweeping

When the maximum amount of aggregate has been embedded into the asphalt-rubber and the pavement has cooled, all loose material shall be swept or otherwise removed. This will be done at a time and in a manner, which will not displace any embedded aggregate or damage the asphalt-rubber. The material removed by sweeping shall be disposed of offsite. Pre sweeping or post sweeping at a later date is the responsibility of the owner unless bid as a separate bid item.

### 5.0 **METHOD OF MEASUREMENT AND BASIS OF PAYMENT**

#### 5.1 SAM OR SAMI

Stress Absorbing Membrane or Stress Absorbing Membrane Interlayer will be measured by the square yard and shall be the actual number of square yards applied. Price per square yard shall be full compensation for all labor, materials and equipment required completing the work in accordance with these specifications.

#### 5.2 Other Work

Measurement of and payment for other work such as patching, leveling, sweeping and crack sealing shall be bid as separate item(s).

## PRICE ADJUSTMENT

A fluctuating price will be required for this bid to allow for price adjustments based on the period price of asphalt cement by the Mass. Highway Department. The price adjustment will be based on the variance in price for the asphalt cement component only from the Base Price to the Period Price. Posted price for this bid will be \$ \_\_\_\_\_ per ton of asphalt cement.

### 20% Asphalt Rubber Surface Treatment:

Current Price minus Base Price divide by 235 (Gal. Asphalt in ton) x .8 (Asphalt minus rubber content) x .60 Gal. / SY (application rate) = Adjustment per square yard.

PRICE ADJUSTMENT

**BID FORM**

A bid opening price will be required for this bid to allow for price adjustments based on the price of asphalt content by the Mass. Highway Department. The price adjustment will be based on the variance in price for the asphalt content component only from the base price in the period.

**BASE BID: 20% Asphalt Rubber Surface Treatment** applied to town prepared roadways in accordance with the attached specifications.

Price per Square Yard \$ \_\_\_\_\_  
Current Price minus Base Price divide by 20% (Asphalt Rubber Surface Treatment)  
Contractor's Bid Price = Adjustment per square yard

**OPTION # 1:** Contractor shall provide Pre and Post sweeping of the roadways.

Price per Square Yard \$ \_\_\_\_\_

**OPTION # 2:** Contractor shall provide all necessary crack sealing to the roadways prior to the Surface Treatment.

Price per Square Yard \$ \_\_\_\_\_

Bidder: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Fax: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name & Title: \_\_\_\_\_

Date: \_\_\_\_\_

**REFERENCE LIST**  
**ASPHALT-RUBBER SURFACE TREATMENT**  
**WITH AGGREGATE COVER**

**STRESS ABSORBING MEMBRANE - SAM**  
**STRESS ABSORBING MEMBRANE INTERLAYER - SAMI**

Please list six similar projects that have been completed.

Owner:  
Address:  
City,State,Zip:  
Contact:  
Phone:  
Contract Amount:



Asphalt-Rubber SAM is a stress absorbing membrane type surface treatment which creates a highly durable wearing surface for demanding pavements. The innovative surface treatment consists of hot pre-coated 3/8" or 1/2" crushed stone placed over a thick (0.45 to 0.6 gallons per yd<sup>2</sup>) hot-applied crumb rubber modified asphalt (CRMA). The CRMA is composed of performance graded asphalt blended with ground rubber from recycled tires and meets the ASTM Specification D-6114 for Asphalt-Rubber Binder. The tire rubber is finely ground at ambient temperatures then blended with asphalt at temperatures exceeding 350° F. The high temperature causes the oils in the asphalt to swell the elastomeric rubber polymer, resulting in a durable, elastic and flexible binder material that is less sensitive to brittleness at low temperatures and bleeding at high temperatures. The tire rubber contributes polymer, carbon black and anti-oxidants. The result is a very adhesive and cohesive high viscosity binder that provides high film thickness on the aggregates, improving durability and resistance to oxidative aging, aggregate loss and delamination. The Asphalt-Rubber SAM durability doubles the life of conventional chip seals while greatly reducing reflective cracking and the propagation of new cracks.

#### Asphalt-Rubber SAM Benefits

- ✓ Waterproofs and seals small cracks and imperfections on the existing pavement surface
- ✓ Minimizes loss of curb reveal and alignment; thinner than hot mix overlays
- ✓ Uses recycled material, reduces scrap tire inventories
- ✓ More durable than conventional asphalt
- ✓ Developed for higher traffic volume roads
- ✓ Quick construction and traffic return with minimal user delays
- ✓ Long lasting preventive maintenance preserves the value of your structurally sound pavements with distressed surfaces



#### Asphalt-Rubber SAM Uses

Asphalt-Rubber SAM is designed for demanding, higher traffic roadways; but they may be used on any type of road where a high performance

surface treatment is desired. They are ideal for cracked and raveled surfaces where traffic delays, curb reveal, and clearances under bridges and overpasses are a concern. The pavement to be sealed should be structurally sound and properly drained. It should have a good profile, but may have aged asphalt with moderate surface cracking and raveling.



When warranted, potholes and cracks should be filled. The surface should be swept of any stones, sand, mud or other loose debris. Asphalt-Rubber SAM is a long-lasting treatment for distressed-surface pavements that you want to preserve.

All States Materials Group wants to make sure your road surfacing job is a success. We can help with determining the right treatment at the right time for your pavement. Contact our professionals for more information about protecting your roadways with Asphalt-Rubber SAM surfacing.





Asphalt-Rubber SAMI is a stress absorbing membrane type interlayer placed between distressed pavements and hot mix overlays to seal existing cracks and retard reflective cracking. The process may be used on distressed asphalt, concrete and composite pavements. The innovative interlayer consists of hot pre-coated 3/8" or 1/2" crushed stone placed over a thick (0.5 to 0.6 gallons per yd<sup>2</sup>) hot-applied crumb rubber modified asphalt (CRMA). The CRMA is composed of performance graded asphalt blended with ground rubber from recycled tires and meets the ASTM Specification D-6114 for Asphalt-Rubber Binder. The interlayer is then covered with a hot mix overlay or other surface course. The tire rubber is finely ground at ambient temperatures then blended with asphalt at temperatures exceeding 350° F. The high temperature causes the oils in the asphalt to swell the elastomeric rubber polymer, resulting in a durable, elastic and flexible binder material that remains flexible at low temperatures and doesn't flow at high temperatures. The tire rubber contributes polymer, carbon black and anti-oxidants. The result is a thick, very adhesive and cohesive membrane binder that bridges and flexes with cracks, protects the pavement structure from water and retards reflective cracking. Asphalt-Rubber SAMI extends the life of overlays.

**Asphalt-Rubber SAMI Benefits**

- ✓ Retards reflective cracking
- ✓ Waterproofs and seals cracks and imperfections on the old pavement surface
- ✓ Flexes with the pavement even at temperature extremes
- ✓ Uses recycled material
- ✓ Quick construction and traffic return with minimal user delays
- ✓ Hot mix overlays utilizing a SAMI allow for thinner HMA lifts, improve rideability and smoothness, while adding structure
- ✓ Long lasting corrective maintenance for improving rideability and extending the life of your pavements



**Asphalt-Rubber SAMI Uses**

Asphalt-Rubber SAMI is designed for waterproofing and sealing the existing distressed pavement surface and retarding reflective cracking when overlaying cracked

and raveled surfaces. It has been proven effective on streets, highways and airfields. The pavement to be overlaid should have a structurally sound base and be properly drained. It may have aged asphalt with extensive surface cracking, raveling and other surface distresses. When warranted, potholes and large cracks



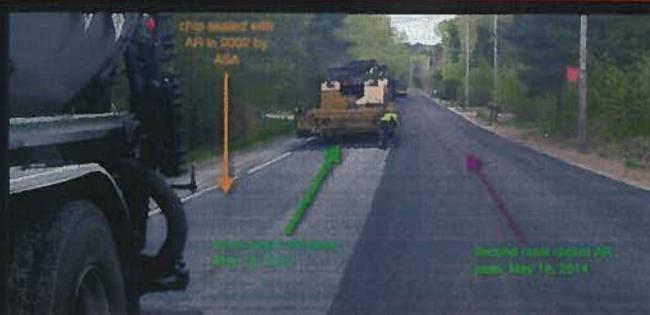
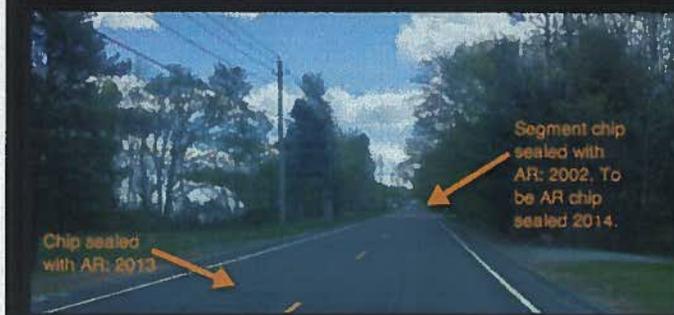
should be filled. The surface should be swept of any stones, sand, mud or other loose debris. With the right hot mix overlay, Asphalt-Rubber SAMI enables thinner overlay lifts and retards reflective cracking, extending the serviceable life of the overlay.

All States Materials Group wants to make sure your paving job is a success. Our professionals can work with municipal, state or consulting engineers on a job-by-job basis to construct an Asphalt-Rubber SAMI that meets your specific needs. Contact us for more information about Asphalt-Rubber SAMI.

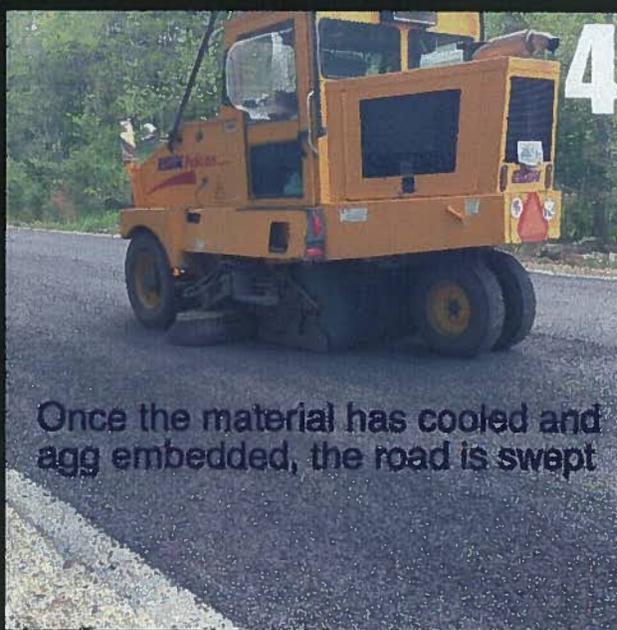
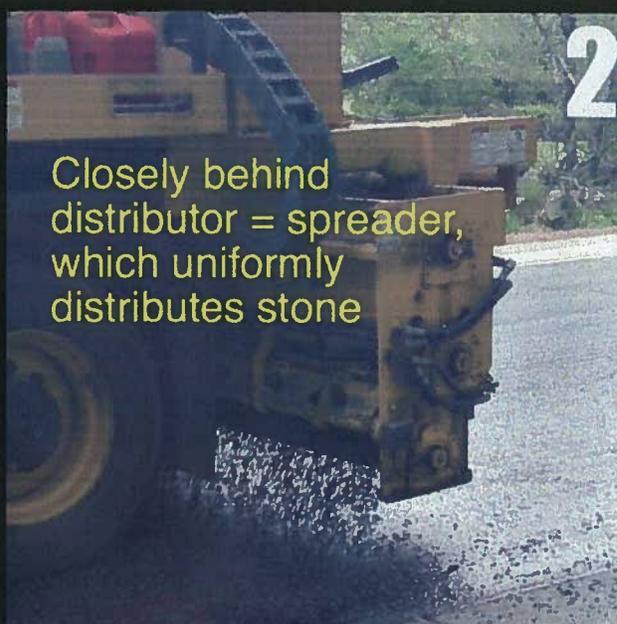




All States  
Materials Group®



Asphalt Rubber (20%) Chip Seal (SAM) Example: RIDOT (Foster, RI Segment): 5/2014





AGENDA ITEM NUMBER: \_\_\_\_\_

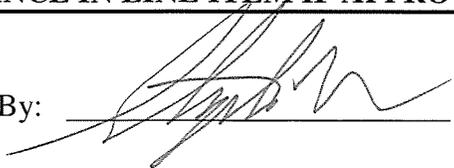
## REQUEST FOR ACTION BY BOARD OF SELECTMEN

<b>Date Submitted:</b> December 12, 2014	<b>Type of Action:</b> <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
<b>Date Action Requested:</b> December 15, 2014	
<b>Regular</b> <input checked="" type="checkbox"/> <b>Work Session</b> <input type="checkbox"/>	
<b>Subject:</b> FY14 Carry Forwards	

<b>TO:</b> BOARD OF SELECTMEN
<b>FROM:</b> Stephen H. Burns, Town Manager
<b>RECOMMENDATION:</b>
<b>PROPOSED MOTION:</b> I move to approve the list of FY14 Carry Forwards per the attached memo from the Town Manager, dated December 12, 2014.

**Discussion:** Please see attached memo

<b>FISCAL IMPACT:</b>
<b>DEPARTMENT LINE ITEM ACCOUNT:</b>
<b>BALANCE IN LINE ITEM IF APPROVED:</b>

Prepared By: 

Reviewed By: \_\_\_\_\_



TO: Board of Selectmen  
FROM: Stephen H. Burns, Town Manager   
RE: FY14 Carry Forwards  
DATE: December 12, 2014

Attached is a spreadsheet with information regarding potential carry forward items. Some of the items are self-explanatory; others have been carried forward for several years, and some are unexpended FY14 appropriations.

**Voting Machines - \$27,293.66** The State has required purchase of new voting machines. This represents the balance of the funds still to be spent on new voting machines.

**Legal - \$10,738.40** Funds were carried forward to FY10 and beyond, in anticipation of an action with regard to the Maine Turnpike Authority and the relocation of the toll booth.

**Legal - \$32,674.08** Funds were carried forward to FY13 to be set aside for any legal action required regarding the Cliff Path.

**Information Technology - \$34,778.49** These remaining funds in IT would be beneficial to use in conjunction with capital project funds to upgrade substandard IT systems in Town.

**Cable TV - \$12,128.28 (\$2,338.76 and \$9,789.52)** These funds are for the broadcast operations at the York Public Library. The needs always exceed the funding; these funds will be combined with Capital funds for upgrades to audio and video components of our TV Station.

**Contingency** – It is recommended that the Selectmen carry forward **\$50,000** of unused FY14 contingency funds.

**Public Safety Engineering and Site Design - \$60,684.00** These funds were approved after the voters authorized the purchase of land for a public safety building. These operating funds can be used to pay for any further design work required for the new Police Station project.

**Debt Service - \$94,587.35** The Town had a number of bonded projects that are complete with funds remaining; by requirement these funds are to be used to offset debt service payments on those bonds. In the FY15 budget these monies were used to reduce debt service.

**Finance - \$16,212.24** These funds would be used for contracted services to assist with completing unplanned projects and increased work volume that have come about as a result of

rule changes and staff changes in the department that were unforeseen at the time the FY15 budget was prepared. In order for the Town to meet its obligations with regard to timelines the additional help is necessary.

**Contracted Services – Traffic Lights - \$963.49** Remaining funds for lights on Route One, near Hannaford to be used for programming to coordinate 3 adjacent traffic signals – Route 91, Hannaford Drive, and York Street.

**Hot Top - \$524,392.44** Funds to be used for Main Street project carried forward from past years \$300,000.00, paving of Airport Drive \$62,888.00, paving of Fieldstone \$76,810.00, Paving of Southside Road \$28,405.00, all budgeted in FY14, to be completed in July FY15. Remaining \$56,300.00 to be use toward completing a joint project on Church Street with the York Water District and the York Sewer District.

**Road Repair and Reconstruction - \$273,921.93** These funds were appropriated for specific large projects which in this case include the engineering and construction of drainage improvements to a section of Main Street, and the Shore Road sidewalk extension project. The delay is necessary to allow for coordination with the utility districts.

**Fisherman’s Walk (Cliff Path) Maintenance and Repair - \$31,676.54** These funds are appropriated for the ongoing improvements along the York River and Harbor Beach

**Seawall Repair - \$19,387.71** The seawall is the Town’s responsibility, according to the State, and repairs are necessary after severe storms.

**Cow Beach Phase II Drainage - \$18,200.00** These funds will allow the completion of the drainage project at Cow Beach.

**Sand/Gravel DPW (Bog Road) - \$16,810.00** This will provide for a gravel purchase necessary to complete the new parking lot at the Bog Road Athletic Field.

**FEMA Funds - \$8,094.56** These funds were approved for the completion of specific projects that will be completed in FY15.

**Public Safety – Coin Machine - \$8,000.00** These funds will allow the replacement of a coin-machine, the purchase of a table and completion of other renovations to accommodate counting and sorting of change in the basement of the Police Station. (See memorandum from Chief Douglas P. Bracy, dated October 17, 2014)

**Public Safety – Biohazard Equipment/Supplies - \$5,000.00** These funds will be used in the replacement of biohazard masks (N95 Respirators and cartridges) and the purchase of full body suits recommended by CDC referencing the new Ebola threat. (See memorandum from Chief Douglas P. Bracy, dated October 17, 2014)

**Public Safety – Replacement of two In-car Video Systems - \$5,000.00** These funds will be used to complete retrofitting all cruisers with this new technology, accompanied by a 50/50 grant with the State Bureau of Highway Safety. (See memorandum from Chief Douglas P. Bracy, dated October 17, 2014)

**Public Safety – Replacement of Dispatch Center Video System - \$33,000.00** These funds will cover video cameras for both interior and exterior of the current Police Station. We would like to utilize any savings to be used toward the moving of the equipment to the new Police Station when built. (See memorandum from Chief Douglas P. Bracy, dated October 17, 2014)

**Police Vehicles - \$22,889.51** As the Chief of Police has been given the ability to buy when it is most advantageous rather than by the end of the fiscal year, this funding plan has saved the Town quite a bit of money over the years and continues to do so. There is a replacement plan in place that is funded by this warrant article and the funds carried forward each year.

Line Item	FY14 Appropriations	Prior Carry-Forwards	FY14 Revenues	FY14 Expenditures	Available	Recommended to Carry Forward	Approved Carry-Forward to FY14
Voting Machines	-	45,000.00	-	17,706.34	27,293.66	27,293.66	-
Legal (MTA issue)	-	10,738.40	-	-	10,738.40	10,738.40	-
Legal (Cliff Path)	70,000.00	32,674.08	-	69,691.28	32,982.80	32,674.08	-
Information Technology	189,614.00	10,380.10	-	165,215.61	34,778.49	34,778.49	-
Cable TV Contracts	4,308.00	2,218.76	-	4,188.00	2,338.76	2,338.76	-
Cable TV Equipment	5,000.00	4,910.98	-	121.46	9,789.52	9,789.52	-
Contingency	50,000.00	44,800.00	-	4,424.89	90,375.11	50,000.00	-
Public Safety Site Design & Engineering	-	60,684.00	-	-	60,684.00	60,684.00	-
Debt Service	1,981,512.61	14,736.38	-	1,879,394.37	116,854.62	94,587.35	-
Finance	231,253.00	-	-	215,040.76	16,212.24	16,212.24	-
Contracted Services - Traffic Lights	2,100.00	592.21	-	1,728.72	963.49	963.49	-
Hot Top	512,409.00	292,100.70	-	280,117.26	524,392.44	524,392.44	-
Road Repair and Reconstruction	-	273,921.93	-	-	273,921.93	273,921.93	-
Fishermen's Walk Renovations	-	31,676.54	-	-	31,676.54	31,676.54	-
Seawall Repair	-	19,563.71	-	176.00	19,387.71	19,387.71	-
Cow Beach Phase II Drainage	-	18,200.00	-	-	18,200.00	18,200.00	-
Sand/Gravel DPW (Bog Rd)	17,800.00	-	-	990.00	16,810.00	16,810.00	-
FEMA Funds	-	8,094.56	-	-	8,094.56	8,094.56	-
Public Safety	3,969,228.00	-	161,892.02	4,070,113.75	61,006.27	51,000.00	-
Public Safety Police Vehicles	68,000.00	69,452.68	-	114,563.17	22,889.51	22,889.51	-
<b>Totals</b>	<b>7,101,224.61</b>	<b>939,745.03</b>	<b>161,892.02</b>	<b>6,823,471.61</b>	<b>1,379,390.05</b>	<b>1,306,432.68</b>	<b>-</b>



# TOWN OF YORK, MAINE

## Police Department

**Douglas P. Bracy**  
Chief of Police

**To: Finance Director Wendy Anderson**

**From: Chief Douglas P. Bracy**

**Subject: October 17, 2014**

**Date: Fiscal 2013-2014 Carry forward Requests**

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**Mailing Address:**  
36 Main Street  
York, Maine 03909

**Dispatch:**  
**Non-Emergency**  
(207) 363-4444

**Administration:**  
(207) 363-1031

**Facsimile:**  
(207) 361-6818

**[www.yorkpolice.org](http://www.yorkpolice.org)**

In reviewing the ending numbers of public safety budgets for 2013-2014 I am requesting the following carry forwards from the operating budgets that I administer.

The department has been besieged by a number of unplanned issues that have significant costs going forward. This issue has already been raised informally with the Board of Selectmen when a request was made to use contingency to purchase a coin sorting machine that had broken during the late summer. The Board felt that use of departmental funds including carry forward funds was more acceptable as they had concerns about utilizing contingency funds so early in the year seeing the number of issues they saw in the future that may require these funds.

The police department will be using carry forward funds for four projects. One the replacement of a coin machine which stopped working in late August. Second a replacement of the police and communication department's in house video system which has also stopped working this fall. Third item would be the acquisition of equipment that was not purchased in the FY 14 budget due to timing issues. The fourth deals with a grant that has come available that could help to apply matching funds to buy several in car cruiser video systems. I have broken the costs of these items down for your understanding.

The fleet reserve account and special detail accounts are carried forward to maintain available funds in those accounts to purchase vehicles and equipment. This process was set up in 2005 by both the Selectmen and Budget Committee.

***Committed  
to excellence***

Requested Carry Forwards 2013/2014 – Public Safety Budgets

Capital Items

**\$8,000** – replacement of coin machine and purchase of table and completion of renovations to accommodate counting and sorting of change in basement area of PD.

**\$5,000** - biohazard equipment/supplies – N95 respirators/ cartridges, body wear suits. Replacement of biohazard masks and purchase of full body suits recommended by CDC ref. new Ebola threat

**\$5,000-** replacement of two (2) in-car video systems. State Bureau of Highway Safety is offering extended 50/50 grant to purchase up to in car video systems. This will complete retrofitting all cruisers with this new technology

**\$33,000** –replacement of the video system in dispatch center covering video cameras for both interior and exterior of current station. Would like to utilize any savings to be used toward moving of equipment to new station when built.

## Wendy Anderson

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**From:** Mary-Anne Szeniewski  
**Sent:** Friday, December 12, 2014 3:25 PM  
**To:** Wendy Anderson  
**Subject:** Carry Forward Voter Machine Funds

New tabulators were authorized in the 2002 Help America Vote Act, a result of the 2000 Presidential Election. As part of the new election law, Maine received \$17 million from the federal government and used some of the monies to finance new tabulators for Maine cities and towns. At the time, municipalities were advised to raise and appropriate funds to cover their own respective additional needs. The Town of York is unique in that our local election of officers and referenda are all voted on by paper ballot, line-item. This uniqueness has resulted in lengthy ballots necessitating additional equipment. The town approved \$45,000 in FY2008 to cover our anticipated costs of purchasing tabulators based on the cost of equipment at the time. The purchase was predicated on the decision of the Secretary of State as to which equipment as the goal was to have a state-wide standard. Fast forward to June 2014. Six years later than anticipated. The Secretary of State forewent a state-wide purchase of tabulators and instead leased equipment for a term of five years. Municipalities were issued equipment based on their population and what the Secretary of State deemed for state/federal need. Again, the town, voting as we do, needed additional equipment to cover its' May referenda. The town currently leases additional equipment on an annual basis of approximately \$2600.00. The request for a carry forward is based on the unknown of what equipment will be in the future, cost vs lease, etc. An addendum to the situation...the equipment is slower in scanning than our previous. This issue came to my attention in June and November 2013, resulting in a high speed scanner being procured from the lessor at no cost to the town for the May 2014 election. The anticipated cost, if that equipment is used for May 2015, is a whopping \$10,000, not including the additional cost of ballots.

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AGENDA ITEM NUMBER: \_\_\_\_\_

## REQUEST FOR ACTION BY BOARD OF SELECTMEN

<b>Date Submitted:</b> December 12, 2014	<b>Type of Action:</b> <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
<b>Date Action Requested:</b> December 15, 2014	
<b>Regular</b> <input checked="" type="checkbox"/> <b>Work Session</b> <input type="checkbox"/>	
<b>Subject:</b> Use of future renewable energy credits	

<b>TO:</b> BOARD OF SELECTMEN
<b>FROM:</b> Stephen H. Burns, Town Manager
<b>RECOMMENDATION:</b> I recommend the Board direct any revenues received from Renewable Energy Credits associated with the York Beach Fire Station solar project be placed in the Town's General Fund.
<b>PROPOSED MOTION:</b> I move that any future revenues generated by the Renewable Energy Credits associated with the York Beach Fire Station solar project be placed in the Town's General Fund.

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**Discussion:** On September 8<sup>th</sup> during my Manager's Report I informed the Board that our Energy Steering Committee had identified possible future revenues associated with the solar installation at the York Beach Fire Station. This would be generated by the sale of Renewable Energy Credits (RECs). These could total in the thousands of dollars each year over the next decade or two. I signed a contract with ReVision Energy to facilitate capture of those possible revenues. At some point a year or two from now the Town can anticipate receiving some revenue from the sale of these RECs. Before we receive any money I thought it would be best to have the Board of Selectmen decide where that money should go. I believe there are two basic options:

1. The funds could be earmarked for particular tasks or uses, such as future energy conservation projects; or
2. This money could be put into the General Fund.

I have recommended the General Fund option because this is a form of return to the taxpayers on investments they have supported in the past. While the solar array was not a Town-funded project, the voters to date have authorized the spending of \$400,000 for energy conservation. This is part of the return on the investment of time and money. Putting that money into the General Fund will also ensure that the voters decide how it will be used in the future.

If the Board would prefer to earmark this money for a particular purpose, that is certainly a feasible option. I could solicit guidance of the Energy Steering Committee.

Prepared By:  \_\_\_\_\_

Reviewed By: \_\_\_\_\_



AGENDA ITEM NUMBER: \_\_\_\_\_

## REQUEST FOR ACTION BY BOARD OF SELECTMEN

<b>Date Submitted:</b> December 12, 2014	<b>Type of Action:</b> <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
<b>Date Action Requested:</b> December 15, 2014	
<b>Regular</b> <input checked="" type="checkbox"/> <b>Work Session</b> <input type="checkbox"/>	
<b>Subject:</b> Reappointment of Tax Assessor	

<b>TO:</b> BOARD OF SELECTMEN
<b>FROM:</b> Stephen H. Burns, Town Manager
<b>RECOMMENDATION:</b> Approve Reappointment
<b>PROPOSED MOTION:</b> I move to reappoint Richard Mace to a three-year term as Tax Assessor, with said term expiring January 31, 2018.

**Discussion:** Pursuant to Home Rule Charter: Article 4, Section 6 (A), the Assessor is appointed by the Board of Selectmen for a three-year term.

<b>FISCAL IMPACT:</b>
<b>DEPARTMENT LINE ITEM ACCOUNT:</b>
<b>BALANCE IN LINE ITEM IF APPROVED:</b>

Prepared By: \_\_\_\_\_

Reviewed By:  \_\_\_\_\_

**Section 5: TOWN MODERATOR**

- A. There shall be a Moderator elected by the voters of the Town for a three-year term effective at the annual Budget Referendum in May, 1996.
- B. The Moderator shall preside over and regulate the proceedings at all phases of the Town Meetings, and shall have the powers and duties given to moderators under the Constitution and the laws of the State of Maine and as such additional powers and duties as authorized by this Charter or as may be authorized by ordinance.
- C. The Moderator shall not serve on any other Town board, commission or committee, nor hold any other Town office, either appointed or elected.

**Section 6: ASSESSMENT ADMINISTRATION**

**A. ASSESSOR:**

- 1. There shall be a single Assessor appointed by the Board of Selectmen. He shall perform all duties and responsibilities provided for assessors under the laws of the State of Maine, Town ordinance, and this Charter. The Board of Selectmen shall determine the salary, hours and working conditions of the Assessor. The Assessor may be removed for cause after notice and hearing. Cause shall not include any disagreement with respect to an assessing practice employed by the Assessor where such practice is generally accepted and lawful.

**B. BOARD OF ASSESSMENT REVIEW:**

- 1. **Appointments, Vacancies:** There shall be a Board of Assessment Review consisting of five (5) members who shall be appointed by the Board of Selectmen for a term of three years. Vacancies in the membership shall be filled in accordance with Article V of this Charter.
- 2. **Qualifications:** Only qualified voters of the Town who at all times during their term of office shall be and remain residents of the Town shall be eligible to serve on the Board of Assessment Review.
- 3. **Power and Duties:** The Board of Assessment Review shall have conferred upon it such powers of review and abatement as are conferred upon

**Section 7: VOTING PLACES**

A. The voting places for all municipal elections shall be those which have been or may be hereafter established for state elections.

**Section 8: ENUMERATIONS OF POWER**

A. The Town Manager or the Board of Selectmen shall have the power to appoint and to remove for cause after notice and hearing those employees or public appointees over whom they have jurisdiction, in accordance with the laws of the State of Maine and this Charter.

**OFFICES AND BOARDS ELECTED BY VOTERS OR APPOINTED BY TOWN MANAGER OR BOARD OF SELECTMEN**

<u>OFFICE</u>	<u>INDIVIDUAL OFFICES ELECTED OR APPOINTED BY</u>	<u>MEMBERS</u>	<u>TERM</u>
Code Enforcement Officer	Town Manager	1	Indefinite
Dog Officer	Town Manager	1	Indefinite
Finance Director	Town Manager	1	Indefinite
General Assistance Director	Town Manager	1	Indefinite
Harbor Master	Town Manager	1	Indefinite
Health Officer	Town Manager	1	Indefinite
Moderator	Elected by Voters	1	3 Years
Police Chief	Town Manager	1	Indefinite
Recreation Director	Town Manager	1	Indefinite
Salaried Solicitor (Lawyer)	Town Manager	1	Indefinite
Superintendent-Public Works	Town Manager	1	Indefinite
Tax Assessor	Board of Selectmen	1	3 Years
Tax Collector/Town Clerk	Elected by Voters	1	3 Years
Town Planner	Town Manager	1	Indefinite
Treasurer	Elected by Voters	1	3 Years
Tree Warden	Town Manager	1	Indefinite

**BOARDS, COMMISSIONS, AND COMMITTEES**

<u>BOARD/COMMISSION</u>	<u>ELECTED OR APPOINTED BY</u>	<u>MEMBERS/ALTERNATES</u>	<u>TERM</u>
Affordable Housing Task Force	Board of Selectmen	5	3 Years
Appeals Board	Board of Selectmen	5/3	3 Years
Assessment Review Board	Board of Selectmen	5	3 Years
Board of Selectmen	Elected by Voters	5	3 Years

**SELECTMEN'S POLICY ON  
EVALUATION OF ASSESSOR**

Purpose: The intent of this policy is to delegate the day-to-day supervision and the annual evaluation of the Assessor to the Town Manager while retaining the Selectmen's oversight of the evaluation process.

Following is the process the Board will follow. This process will be evaluated on an annual basis immediately following the Assessor's annual evaluation.

1. The Selectmen meet with the Town Manager to discuss their expectations for the Assessor.
2. The manager evaluates the performance of the Assessor based on feedback received from the Selectmen, the public, his own observations, and the Assessor's ability to accomplish his goals.
3. The Manager and Assessor finalize his goals based on the evaluation.
4. The Manager, Assessor and Board meet in executive session to review the evaluation.
5. The Board takes whatever action is necessary in regard to salary adjustments.

Adopted at October 11, 1994 Selectmen's Meeting. Vote: 5-0-0.



AGENDA ITEM NUMBER: \_\_\_\_\_

## REQUEST FOR ACTION BY BOARD OF SELECTMEN

<b>Date Submitted:</b> December 12, 2014	<b>Type of Action:</b> <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
<b>Date Action Requested:</b> December 15, 2014	
<b>Regular</b> <input checked="" type="checkbox"/> <b>Work Session</b> <input type="checkbox"/>	
<b>Subject:</b> York River Wild & Scenic	

<b>TO:</b> BOARD OF SELECTMEN
<b>FROM:</b> Stephen H. Burns, Town Manager
<b>RECOMMENDATION:</b> I recommend the Board affirm the position taken 4 years ago by a prior Board to support moving forward with the Wild and Scenic Rivers Program study of the York River.
<b>PROPOSED MOTION:</b> I move that the Board of Selectmen affirms its support for the study of the York River relating to possible inclusion in the Wild and Scenic Rivers Program.

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**Discussion:** follow-up from the December 8<sup>th</sup> meeting of the Board of Selectmen.

Prepared By:

Reviewed By: \_\_\_\_\_



# Town of York

186 York Street  
York, Maine 03909-1314

page 2

Town Manager/  
Selectmen  
(207)363-1000

Town Clerk/  
Tax Collector  
(207)363-1003

Finance/  
Treasurer  
(207)363-1004

Code Enforcement  
(207)363-1002

Planning  
(207)363-1007

Assessor  
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Police Department  
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Dispatch  
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York Beach Fire  
Department  
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York Village Fire  
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Public Works  
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Harbor Master  
(207)363-1000

Senior Center/  
General Assistance  
(207)363-1036

Parks and  
Recreation  
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Fax  
(207)363-1009  
(207)363-1019

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## SELECTMEN'S MEETING 7:00 P.M. MONDAY NOVEMBER 1st 2010 YORK LIBRARY MINUTES

**Attendees:** Michael L. Estes, Tracy Jackson-McCarty, Edward W. Little, Catherine R. Goodwin, Robert G. Yandow, Town Manager Kathryn Danylik, Recorder and Members of the Press & Public

Mary Andrews was not in attendance

**Call to Order-** Chairman Jackson-McCarty called the meeting to order at 7:01 PM

### Pledge of Allegiance

#### A. Minutes

-October 18th, 2010 Selectmen's Meeting Minutes  
Moved by Mr. Estes and seconded by Mr. Little to approve the October 18th, 2010 Selectmen's Meeting Minutes. Without objection so ordered.

#### B. Chairman's Report

Chairman Jackson-McCarty wished Selectman Estes a Happy Birthday

#### C. Manager's Report

Mr. Yandow urged people to please vote, Tuesday, November 2nd. The polls are open at the York high School from 8:00 AM to 8:00 PM.

Mr. Yandow stated that on Tuesday Nov 9th MDOT will have a meeting on the Route 1/Spur Road Project from 6:00 PM to 8:00 PM at the York Senior Center.

#### D. Awards

##### 1. Town Dock #1 Bid Award

On October 19th, 2010 bids were opened for the voter-approved rehabilitation of town docks #1. The Town received four bids with the low bid being received by Maritime Construction and Engineering in the amount of \$539,890. This low bid is very good news as the project has been estimated to cost up to \$950,000 which is the amount that was approved by the voters. Additionally a grant from the Maine Department of Transportation's Small Harbor Improvement Program in the amount of \$138,000 will further reduce the cost to the taxpayers. The Harbor

Board has determined that there are some additional expenses outside the scope of the base construction bid that are necessary. The addition costs are as follows: 11 piles for dinghy floats-\$22,715, 5 composite fender piles-\$7,062, Temporary flat relocation- \$2,000, 2<sup>nd</sup> hoist non-corrosive-\$9,250, 2<sup>nd</sup> hoist hydraulic pump and motor-\$5,500, saltwater washdown system-\$7,700, additional electrical wiring for washdown-\$5,000, Repair 3 aluminum ramps-\$7,800, Clerk of the Works-\$30,000, and Engineering-\$5,000, totaling \$102,027. Right now these are all estimated costs and once the final costs come in the Harbor Board will notify the Board of Selectmen in writing.

Moved by Mr. Estes and seconded by Mr. Little to award the base bid for Rehabilitation of Town Dock #1 to Maritime Construction and Engineering, LLC in the amount of \$539,890 and move to approve the additional expenses listed estimated to cost \$102,027. Vote 4-0 motion passes.

#### E. Reports

1. National Park Service Wild and Scenic Rivers Program for York River  
Some time ago a group of citizens started to discuss a federal program to enhance the York River. The program is under the auspices of the National Park Service and is entitled the Wild and Scenic Rivers Partnership Program. The Citizen's group is asking for the support of the Board of Selectmen to pursue federal funding for a two to three year study of the York River. After the study is complete the town would have the option of pursuing formal designation under the program which would allow for additional federal funding for a variety of projects on the York River.

The Wild and Scenic Rivers Act was enacted by Congress in 1968 as a means to protect and recognize natural rivers and their immediate environments that possess outstanding remarkable scenic, recreational, geological, fish and wildlife, historic, cultural or other similar values that should be preserved in free flowing conditions. This project will determine if the York River is worthy of national recognition and if local residents are interest in the Wild and Scenic Program. If residents are interested in the program and designation is granted, funding from the national Parks Service would be available on a yearly basis for a variety of River Project. The goal of the program is to increase awareness of the York River's significance as an important national, cultural, scenic, ecological, and recreation resources and to protect it "for benefit and enjoyment of present and future generations."

Moved by Mr. Little and seconded by Ms. Goodwin that the Board of Selectmen support a request to Maine's Congressional Delegation asking the members to seek authorization in the United State House and Senate



for Federal funding authorizing a study of the York River under the National Park Service Wild and Scenic Rivers Program. Vote 4-0, motion passes.

**F. Citizens Forum** - The citizen's forum is open to any member of the audience for comments on items listed on this meeting agenda or to propose items for future meeting agendas. All comments should be respectful in tone and should be directed to the chair. Comments should be brief and to the point. Questions that require extended answers or that cannot be readily answered will be referred to the town manager for follow-up. Anyone who wishes to submit a written request for future agenda items can do so on the form available at this meeting or may obtain the form through the town manager's office.

Public Comment: Charles Stacy  
 Paul McGowen  
 Linda Scotland  
 Evelyn Bentley  
 Carol Allen  
 Jim Smith

**G. Approval of Warrant #18**

Moved by Mr. Little and seconded by Mr. Estes to approve Warrant #18. Without objection so ordered.

**H. PUBLIC HEARINGS**

**I. ENDORSEMENTS**

**License Applications**

-None

**J. Old Business**

**K. New Business**

**1. Joint Meeting with the Planning Board**

The Planning Board presented their research on the land area between Route One and York Beach and their current work with the Comprehensive Plan. The Board of Selectmen had previously charged the Planning Board to create a vision, provide proposals and recommendations through the public participatory process for what the Town of York wants to see happen in the land area between the York Beach Fire Department and Route One. There is 370 acres of land in that area with six different zoning designations. Over the past couple of months the Planning Board has developed 13 goal areas that will allow for the development of their objectives. Over the summer members of the Planning Board took to the streets of York Beach, the Nubble and Long

Beach with a survey to try to determine what the residents and visitors are looking for in development. Some of the comments that were heard were:

- People are walking down to the beach and parking is not an issue
- Heard a lot about not enough for young children but not much about teenagers
- Once the animal kingdom shuts down then it seems like the town shuts down.
- Strongest complaint was the parking meters and the hours and where to get change
- Common theme was to preserve the safe family atmosphere
- Updates are needed but don't change to much...keep that old feel.
- 4 season environment
- concerns about restrooms in all areas, they are to small and not adequate

Ms. Jackson-McCarty stated that we have to stay broad with any ideas considering the vast array of zones and environmental issues until you start to hear some specific direction from the public at the public hearings.

Ms. Goodwin asked if anyone had spoken with the Shoreline Trolley Company to see if there is any possibility of expanding that service to both villages. The Planning Board has had a brief conversation with the Trolley service and it is something that they will continue to look into.

Ms. Goodwin stated that she is glad that the value of the Wild Kingdom is being recognized, it is an economic engine, it is the anchor and can be improved but it is a huge attraction. Ms. Goodwin stated that maybe there could be some sort of education center incorporated somewhere that could focus on the educational aspects of town. For example a community college branch, an aquarium or a museum. These types of attractions are what could make York Beach a four season area.

Mr. McDonald stated that he thinks that we need to try to expand the activities for the seasons that we have now and then let it expand naturally.

The Planning Board will return to the Board of Selectmen with a final report with all of their research and findings.

#### Comprehensive Plan

The Planning Board also reported on the progress that they have made regarding the comprehensive plan. All ordinances that the Planning Board creates must follow the comprehensive plan and there are 169 recommendations in the plan for the Planning Board to address. Some of

them have been addressed and have been completed. The Board is hoping to initiate some of the goals with the York Beach Project in the near future. They have developed 40 different items that they would like to focus on. The final document with those focus areas has not been completed yet, it is still a work in progress but they will be publishing a full list.

The Board of Selectmen thanked the Planning Board for their update and congratulated them on the progress that they have made. The next update will come at the next joint meeting sometime in January or February.

**2. Property Redemption Request: 63 Cycad Avenue**

Moved by Mr. Estes and seconded by Ms. Goodwin to approve the redemption of Map 0028/ Lot 0125-A: 63 Cycad Avenue, as requested, on the condition that all taxes, interest and administrative costs are paid in full by no later than January 2<sup>nd</sup>, 2011. Vote 4-0 motion passes.

**3. Blanket Approval Letter for Games of Chance**

Moved by Mr. Estes and seconded by Mr. Little to approve the 2011 Blanket Letter of Approval for Games of Chance listed in that attached letter. Vote 3-0 Ms. Goodwin abstained.

**L. Other Business**

**Adjourn**

Moved by Mr. Little and seconded by Ms. Goodwin to adjourn at 10:30 PM

Respectfully Submitted By:

  
Kathryn Danylik, Recorder



AGENDA ITEM NUMBER: \_\_\_\_\_

## REQUEST FOR ACTION BY BOARD OF SELECTMEN

<b>Date Submitted:</b> December 12, 2014	<b>Type of Action:</b> <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
<b>Date Action Requested:</b> December 15, 2014	
<b>Regular</b> <input checked="" type="checkbox"/> <b>Work Session</b> <input type="checkbox"/>	
<b>Subject:</b> Redemption of property at 153 Long Sands Road	

**TO:** BOARD OF SELECTMEN

**FROM:** Stephen H. Burns, Town Manager

**RECOMMENDATION:** I recommend 2 actions:

I recommend the Town pursue the process whereby the State of Maine will be allowed to redeem the property at 153 Long Sands Road, subject to the condition that all fees owed to the Town be paid when the State sells the property.

I also recommend the Board request of the York Sewer District that it proceed in a similar fashion with respect to the debts owed to the District.

**PROPOSED MOTION:** I move to direct the Town Manager to work with the Maine Department of Health and Human Services with regard to redemption of the property at 153 Long Sands Road, determining the final amount owed to the Town, and drafting a specific proposal for subsequent approval by the Board of Selectmen to allow the reimbursement to occur at the time the State sells the property, but not later than one year from the date of redemption. Further, the Board requests that the York Sewer District accommodate the State's request in a similar fashion.

**Discussion:** We are in receipt of a letter dated October 15, 2014, from the Maine Department of Health and Human Services (copy attached). In this letter the State informs us they have become the public guardian of the former owner of the property as 153 Long Sands Road, and that they would like to redeem that property for the back taxes and fees owed.

I believe there are 3 basic options available to the Board:

1. The Town could take no action and continue to own the house.
2. The Town could sell the property and keep the money. The sale price would likely be in excess of the amount of money owed to the Town.
3. The Town could allow the State to redeem the property, to be sold in the future and then reimbursing the Town at that time of future sale. The Town would get the money it is owed, and the State would get the excess money.

I have recommended the Town work with the State in this regard, even though it would not maximize the revenue received by the Town. I believe this is the appropriate action because the State has become the guardian of the former owner. In other property redemption matters, the Town default is to look former owners and their families as the first option for redemption. Because the State is the guardian, this action passes the straight face test.

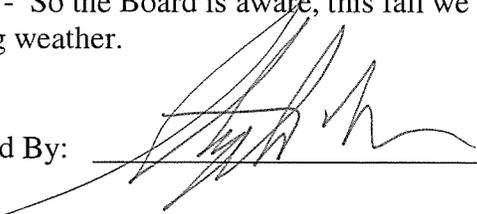
I think keeping the house would be the worst option because we have no use for it, our expenses would remain as a liability, and we would continue to have a degree of liability exposure

Regarding the State's proposal to delay reimbursement to the Town, I find this to be reasonable in this case because we are dealing with the State of Maine. I believe we can rely on a commitment from the State. That said, I think we need some sort of timeframe in the arrangement so the State can't redeem the property and then sit on it forever. I have recommended that we offer a year to reimburse the Town in full. There is no magic to this number so other terms, or no limit, are feasible options here.

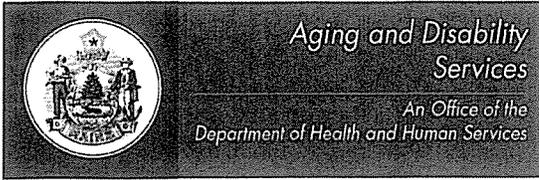
I am seeking policy direction only at this time. Depending on the action taken by the Board, I will bring this matter back to the Board with refined information for final action.

ASIDE - So the Board is aware, this fall we have had the house winterized to prevent damage during freezing weather.

Prepared By: \_\_\_\_\_



Reviewed By: \_\_\_\_\_



Paul R. LePage, Governor

Mary C. Mayhew, Commissioner

Department of Health and Human Services  
Aging and Disability Services  
41 Anthony Avenue  
11 State House Station  
Augusta, Maine 04333-0011

Tel.: (207) 287-9200; Toll Free (800) 262-2232; Fax (Aging): (207) 287-9229  
Fax (Disability): (207) 287-9915; TTY Users: Dial 711 (Maine Relay)

15 October 2014

Selectmen, Town of York  
186 York Street  
York, ME 03909

**Re: John Nason**  
**153 Long Sands Road**

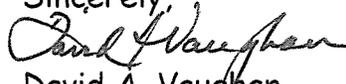
To the Board of Selectmen:

On June 11, 2014, the York County Probate Court appointed the Maine Department of Health and Human Services the Public Guardian of John Nason. Evidence of that appointment is enclosed for your reference.

Real estate at the above address was acquired by Town of York in April, 2011, for outstanding tax liens and sewer assessments; and from Town Assessor Rick Mace, we understand that outstanding taxes and sewer charges, together with funds advanced by the town for electrical and plumbing work, may approach \$50,000. A significant sum, it is certainly outweighed by the value of the land alone (assessed at \$164,700). Many of Mr. Nason's possessions/furnishings remain in this house. Would you please provide us with an itemized listing of outstanding liens and charges against Mr. Nason and this property?

As Mr. Nason's Public Guardian, the Department seeks to redeem this real estate from the town. Due to limited availability of his funds, we ask Town of York to consider deeding this real estate back to John Nason with the understanding that the Department then list the property for sale (and from the sale proceeds remit to the town the full balance outstanding). Please note that should the town agree to this proposal, the Department will petition the probate court for empowerment to carry out the sale as conservator of Mr. Nason.

We would welcome an opportunity to discuss this proposal. Should you wish to speak with me, I may be reached at 207-287-9218.

Sincerely,  
  
David A. Vaughan  
Estate Management



# Town of York

186 York Street  
York, Maine 03909-1314

## MEMORANDUM

Town Manager/  
Selectmen  
(207)363-1000

Town Clerk/  
Tax Collector  
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Finance/  
Treasurer  
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Planning  
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Fax  
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(207)363-1019

www.yorkmaine.org

**TO:** Board of Selectmen, Steve Burns

**FROM:** Rick Mace

**DATE:** October 29, 2014

**SUBJ:** Nason Property

I have put together what I believe to be the complete list of what is owed to the Town regarding the Nason property, located at 153 Long Sands Road. The only variables will be the interest charges on the outstanding property taxes.

Property Taxes 2009-2014: \$17,552.68 (outstanding)

York Sewer District: \$11,977.95 (outstanding)

Town Expenses:

York Sewer District - \$612.69 (paid)

Performance Plumbing - \$204.97 (outstanding)

Abbott Brothers - \$5,200.00 (paid)

Servpro of So. York County - \$700.00 (paid)

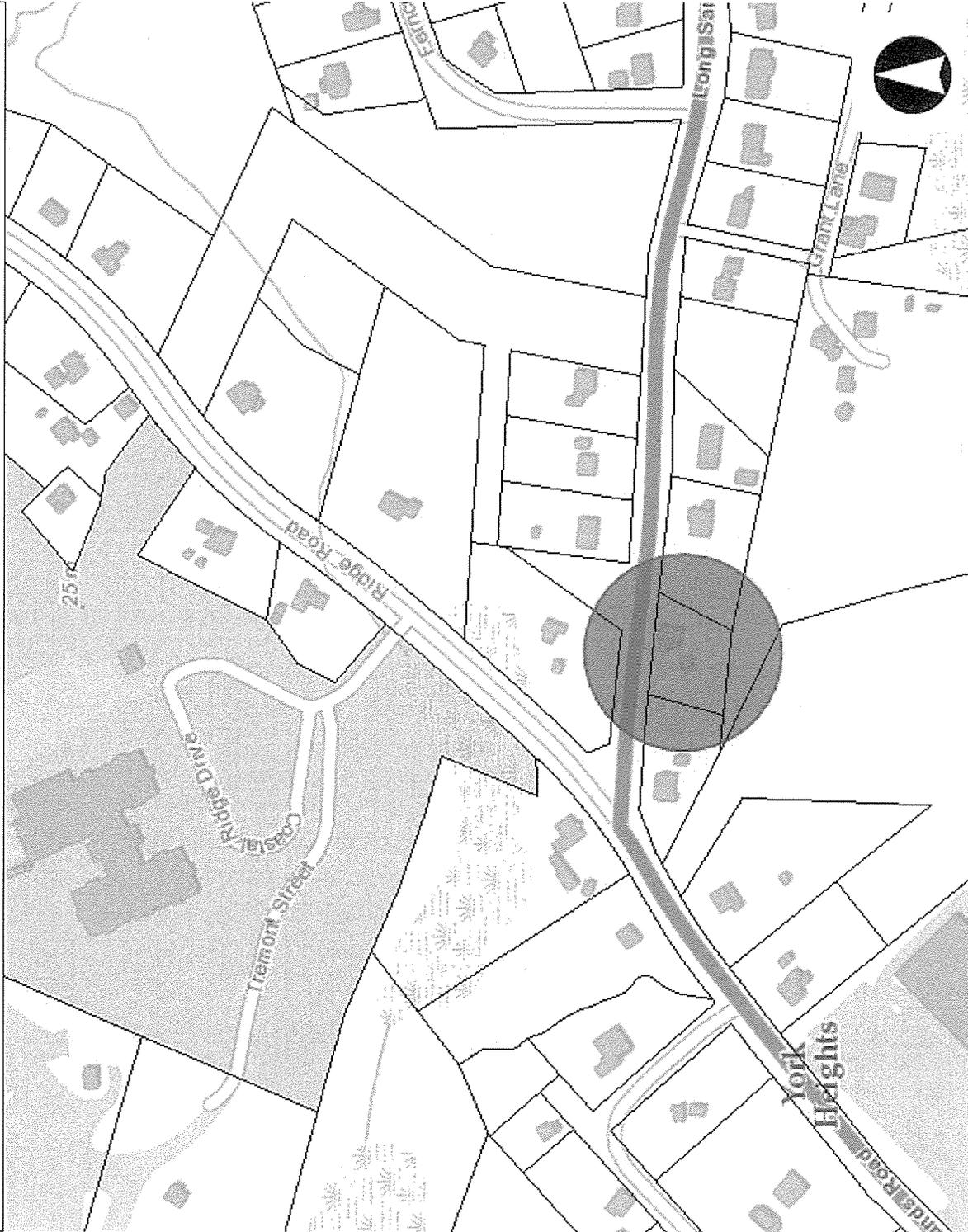
Eldredge Lumber - \$931.09 (paid)

Total Owed = \$37,179.38\*

\*Does not include outstanding interest charges.



# Quick Map



## Legend

- Parcels
- Citations

GIS Data Disclaimer-The data contained in this document, or any accompanying document is a resource of general information provided on the World Wide Web for public convenience. The Town of York makes no warranty, representation or guaranty as to the content, sequence, accuracy, timeliness or completeness of any of the database information provided herein. The reader should not rely on the data provided herein. The Town of York expressly disclaims any representations and warranties, including, without limitation, the implied warranties of merchantability and fitness for a particular purpose. This disclaimer can be seen at under the Community Development Department GIS Maps website.



AGENDA ITEM NUMBER: \_\_\_\_\_

## REQUEST FOR ACTION BY BOARD OF SELECTMEN

<b>Date Submitted:</b> December 11, 2014	<b>Type of Action:</b> <input type="checkbox"/> Procedural <input checked="" type="checkbox"/> Formal Action <input type="checkbox"/> Other: _____
<b>Date Action Requested:</b> December 15, 2014	
Regular <input checked="" type="checkbox"/> Work Session <input type="checkbox"/>	
<b>Subject:</b> Special Event Permit: Drive-Through Nativity	

<b>TO:</b> BOARD OF SELECTMEN
<b>FROM:</b> Melissa M. Avery, Assistant to the Town Manager
<b>RECOMMENDATION:</b>
<b>PROPOSED MOTION:</b> I move to approve Special Event Permit application for the First Parish Church's "Drive-Through Nativity – The Journey to Bethlehem" event on December 20, 2014, with any attached conditions given by Department Heads.

**Discussion:** All appropriate departments have been notified and given approval, see attached.

<b>FISCAL IMPACT:</b>
<b>DEPARTMENT LINE ITEM ACCOUNT:</b>
<b>BALANCE IN LINE ITEM IF APPROVED:</b>

Prepared By: Melinda M. Avery    Reviewed By: [Signature]



# Town of York, Maine Special Event Permit Application

This application for a special event permit is hereby presented to the York Town Manager, 186 York Street, York, ME 03909.

Date: December 1, 2014

Name of Event: "The Journey to Bethlehem" known as "the drive-through Nativity"

Type of Event: "a drive-through" event open to passers-by who remain in their cars

Organization Name: First Parish Church Phone #: 363-3758

Organization Address: 180 York St City York State: ME Zip: 03909

Applicant Name: Lawrence M. Cassidy Phone #: 363-4237

Applicant Address: 4 Georgia St City: York State: ME Zip: 03909

Contact Name for Day of Event: Lawrence (Larry) Cassidy Contact Phone # 363-4237 or cell: 207-752-462

Date of Event: 20 December 2014 Day of Week: Saturday

Starting Time: 4:50 PM Ending Time: 7:00 PM

Assembly Area: Entire event takes place on the property of First Parish Church.

Dispersal Area: As above, all persons engaged remain on First Parish Church property.

Event Route: The visiting public circles our horseshoe drive, "Parish Lane," each car in only minutes & counterclockwise. Concern may be congestion only, at entry

Approximate Number of Persons Attending (If more than 500, Insurance coverage needed)  
perhaps 500 cars (318 vehicles last year)

Describe number of bands, vehicles, signs, floats, or other articles carried or displayed along with method of participation (walking, bicycles, motorcycles etc):

Seven Bible scenes line Parish Drive, still actors, some animals (controlled); only cars (vehicles) slowly traverse the path.

Describe how group is organized and supervised to insure order: We are asking police officers to assist and we have our own "Traffic Committee" who work with them.

Purpose of the Event: The event engages the public to celebrate the Christian nativity story.

The above information is true to the best of my knowledge and belief. And is essentially unchanged from this event of the previous five years.

Signature of Applicant: Lawrence M. Cassidy

**For Town Use Only**

Reviewed by:

<u>Department</u>	<u>Initials</u>	
Police Department	<u>Szeniawski</u>	<u>12-09-2014</u>
Public Works	<u>Lessard</u>	<u>12-02-2014</u>
Parks/Recreation	<u>Sullivan</u>	<u>12-01-2014</u>
Village Fire	<u>Apgar</u>	<u>12-01-2014</u>
York Beach Fire	<u>Bridges</u>	<u>12-01-2014</u>
Code Enforcement	<u>Burns</u>	<u>12-01-2014</u>
York Ambulance	_____	N/A
Water District	<u>Neumann</u>	<u>12-01-2014</u>
Sewer District	<u>Haskell</u>	<u>12-01-2014</u>

Special Conditions:

**Police Department:** Two officers will be on detail and will set up a temporary traffic pattern to assist. Any Questions? Call Lieutenant Szeniaowski (207) 363-1031

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\_\_\_\_\_  
Town Manager

\_\_\_\_\_  
Date