



Town of York

186 York Street
York, Maine 03909-1314

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
(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

Fax
(207)363-1009
(207)363-1019

www.yorkmaine.org

BOARD OF SELECTMEN'S MEETING AGENDA

7:00PM MONDAY, JANUARY 11, 2016
YORK LIBRARY

Call to Order

Opening Ceremonies

A. Minutes

1. July 27, 2015 Meeting Minutes
2. August 10, 2015 Meeting Minutes
3. August 13, 2015 Meeting Minutes
4. August 24, 2015 Meeting Minutes
5. September 14, 2015 Meeting Minutes
6. September 21, 2015 Meeting Minutes

B. Chairman's Report

C. Manager's Report

D. Awards

1. Introduction of New Police Lieutenant

E. Reports

1. Tax Task Force

F. Citizens' Forum – The Citizens' Forum is open to any member of the audience for comments on any matter. 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. Public Hearings

H. Endorsements

I. Old Business

1. Discussion and Possible Action: Paper Streets
2. Discussion and Possible Action: Transfer of Land to York Land Trust

J. New Business

1. Discussion and Possible Action: Historic District Commission
2. Discussion: Overview of Emergency Management Plan and Ordinance
3. Discussion: Foreclosed Properties and Surplus Lands – Policy
4. Discussion: Proposed FY17-21 Capital Program
5. Discussion: Proposed FY17 Operating Budget
6. Discussion and Possible Action: York Water District Property Sale
7. Pole Location Permit: Fall Mill Road

K. Future Agendas

L. Other Business

M. Citizens' Forum

Adjourn

**BOARD OF SELECTMEN'S
MEETING MINUTES
6:30/7:00PM MONDAY, JULY 27, 2015
YORK LIBRARY**

6:30PM: Executive Session: Pursuant to MRSA Title 1, Section 405.6.F – Abatement

Present: Chairman Robert E. Palmer, Jr., Vice Chairman Jonathan O. Speers, Torbert Macdonald, Dawn Sevigny Watson, Todd A. Frederick and Town Manager Stephen H. Burns.

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

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

7:00PM: Regular Meeting

Present: Chairman Robert E. Palmer, Jr., Vice Chairman Jonathan O. Speers, Torbert Macdonald, Dawn Sevigny Watson, Todd A. Frederick, Town Manager Stephen H. Burns and members of the press and public.

Call to Order

Opening Ceremonies

- A. **Minutes**
- B. **Chairman's Report**
- C. **Manager's Report**

Town Manager Stephen H. Burns congratulated and thanked lifeguards, Brad Taillon and Adam Legg for their saves on Long Sands Beach a few weeks ago. Mr. Burns mentioned an upcoming workshop with the Maine Turnpike Authority to start the process of reviewing MTA's engineering study regarding a new toll plaza site at mile 8.8. Mr. Burns challenged all Town Employees to walk or run the Southern Maine Thin Blue Line 5K on October 24th stating that he will donate \$5 for every employee who crosses the finish line and \$10 for every employees who crosses the finish line before him.

D. Awards

1. Bid Award: Public Works – Heavy Truck Plow and Dump Body

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

1. Viking Cives \$84,575
2. H.P. Farifeild \$86,999

Moved by Mr. Macdonald, seconded by Mr. Frederick to award the bid for the Dump body/Snowplow Installation to Viking Cives in the amount of \$84,575. Vote 5-0, motion passes.

2. Bid Award: Propane

This item was moved to later in the agenda.

3. Bid Award: Wood Pellets

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to award the pellet bid to Maine Energy Systems, LLC of Bethel, Maine in the amount of \$249 per ton, for the period of July 1, 2015 to June 30, 2016. Vote 5-0, motion passes.

E. Reports

1. Maine Turnpike Authority – Peter Mills, Executive Director

2. Jim Bartlett, Bathhouse Building Committee Chair

F. Citizens' Forum – The Citizens' Forum is open to any member of the audience for comments on any matter. 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: Gordon Eldredge
 Spiro Paras
 Dave McCarthy

G. Public Hearings

1. November Ordinances Amendments

a. Hotel/Motel Definition Change Relative to Cooking Facilities

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to open the Public Hearing. Without objection, so ordered.

Public Comment: None

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to close the Public Hearing. Without objection, so ordered.

b. GEN-3 Zoning District Permitted Uses

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to open the Public Hearing. Without objection, so ordered.

Public Comment: None

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to close the Public Hearing. Without objection, so ordered.

c. YBVC Zoning District Prohibited Uses

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to open the Public Hearing. Without objection, so ordered.

Public Comment: Spiro Paras
Dylan Smith, Town Planner
Spiro Paras

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to close the Public Hearing. Without objection, so ordered.

d. GEN-3 York Base Zoning District Map Amendment

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to open the Public Hearing. Without objection, so ordered.

Public Comment: None

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to close the Public Hearing. Without objection, so ordered.

e. York Village Center Overlay District Map Amendment

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to open the Public Hearing. Without objection, so ordered.

Public Comment: None

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to close the Public Hearing. Without objection, so ordered.

f. RES-7 Front Setback Footnote Change for Municipal Functionally Water Dependent Uses

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to open the Public Hearing. Without objection, so ordered.

Public Comment: None

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to close the Public Hearing. Without objection, so ordered.

g. Single-Use Plastic Carryout Bag Ordinance

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to open the Public Hearing. Without objection, so ordered.

Public Comment: Victoria Simon
Carolyn Neal
Peyton Nichorson
Rozanna Patane
Sarah Lakeman
Sue Sweitek via written comment

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to close the Public Hearing. Without objection, so ordered.

2. New Business License

- a. 3rd Gen, LLC DBA: Woody's Brick Oven Pizza; Located at 11 Railroad Avenue (Food Service and Liquor)
- b. R.J. Poulin Properties, LLC DBA: Sunrise Motel; Located at 340 Long Sands Road (Innkeeper)

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to open the Public Hearing. Without objection, so ordered.

Public Comment: Spiro Paras

Moved by Mr. Frederick, seconded by Ms. Sevigny-Watson to close the Public Hearing. Without objection, so ordered.

I. Old Business

1. Discussion and Possible Action: Rescind TDRC Bid Award

Moved by Mr. Speers, seconded by Ms. Sevigny Watson 1) In accordance with the notice given in the call of this meeting, move to rescind the bid award to TDRC for

schematic design and design development work for the Village Study Committee. Vote 5-0, motion passes.

2. Discussion and Possible Action: Village Study Committee's Recommendation to Award a Contract Extension to TDRC

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the extension of the Town's contract with the consultants of the Downtown Revitalization Collaborative in the amount of \$272,186, eliminating the inclusion of the signage program, so they can continue their work on schematic design, preliminary engineering and the design development phase of the revitalization of York Village as proposed. Vote 4-0-1, Mr. Palmer abstained, motion passes.

3. Discussion and Possible Action: Kearsarge House Demolition/Road Closure

Moved by Mr. Macdonald, seconded by Mr. Speers to allow the road and sidewalk closures relating to the demolition and construction of the Kearsarge House starting September 21, 2015 subject to the stipulations stated in the Action Form and agreed to in discussion. Vote 5-0, motion passes.

1. Start Date 9/21/2015
2. Setting of a perimeter fence in the roadway to enclose the demolition/construction site for safety
3. The pedestrian passage way and all traffic lanes be restored by May 25, 2016
4. The job site will only be active externally Monday through Thursday until 10/19/2015
5. No obstructions are in place from the Kearsarge project on Bay Street Friday through Monday prior to 10/19/2015
6. The perimeter fence will be reset in compliance with Highway Department snow removal needs
7. Traffic will be directed through Ellis Short Sands Park for the first two days of active demolition
8. The traffic will be controlled by York Police Department officers for the initial phase of demolition
9. A clear passage way be open on Ocean Avenue and Bay Steer every evening for emergency vehicle response

4. Discussion and Possible Action: Seaweed Policy

Moved by Mr. Macdonald, seconded by Mr. Frederick to authorize the Town Manager to have the seaweed moved from Long Sands and Harbor Beaches in the manner described in this action form, based on recommendations from the Parks and Recreation Director and Director of Public Works. Factors to be considered

before moving the seaweed would include; weather reports, thickness of seaweed, odor, tide cycle and availability of equipment and personnel. Vote 5-0, motion passes.

The Board took New Business item number 2 out of order.

5. "New Business 2. Discussion and Possible Action: Purchasing Propane Tanks (Grant House, Senior Center and Mt. Agamenticus Lodge)

Moved by Mr. Macdonald, seconded by Mr. Speers to purchase the propane tanks located at the Grant House, Senior Center and Mount Agamenticus Lodge from York Oil and Propane, using the accounts specified in the memo from Parks and Recreation Director Mike Sullivan, dated July 24, 2015. Vote 5-0, motion passes.

The Board is now addressing the Bid Award for Propane from earlier in the agenda.

6. "Awards: 2. Bid Award: Propane"

Moved by Mr. Frederick, seconded by Mr. Speers to award the 2016 Fiscal Year Town Building Propane Bid to Estes Oil for \$1.24 per gallon. Vote 4-1, Mr. Macdonald against, motion passes.

7. "Old Business 5. Discussion and Possible Action: Police Station/American Legion Acquisition Update"

Town Manager Burns gave a quick update on the Town's recent purchase of the property at 9 Hannaford Drive to be used as the new police station.

8. "Old Business 6. Discussion and Possible Action: Forward Draft Ordinance Amendments to Referendum or a Second Public Hearing"

Moved by Mr. Macdonald, seconded by Mr. Speers to approve proposed ordinance Amendments 1-6 which include: 1. Hotel/Motel Definition Change Relative to Cooking Facilities 2. GEN-3 Zoning District Permitted Uses 3. YBVC Zoning District Prohibited Uses 4. GEN-3 York Base Zoning District Map Amendment 5. York Village Overlay District Map Amendment 6. RES-7 Front Setback Footnote Change for Municipal Functionally Water Depended Uses to be placed on the November 2015 ballot. Vote 5-0, motion passes.

Moved by Mr. Macdonald, seconded by Mr. Speers to hold a second public hearing on the proposed "Single-Use Carryout Bag Ordinance" at the August 24, 2015 Board of Selectmen meeting that incorporated the Town Attorney's suggested revisions. Vote 5-0, motion passes.

J. New Business

1. Discussion and Possible Action: Bonding – Declaration of Intent

Moved by Mr. Macdonald, seconded by Mr. Speers that the Declaration of Intent, as signed by the Treasurer be ratified. Vote 5-0, motion passes.

2. Discussion and Possible Action: Purchasing Propane Tanks (Grant House, Senior Center and Mt. Agamenticus Lodge)

Addressed earlier in Old Business.

3. Discussion and Possible Action: MMA Vice President and Executive Committee Members Ballot

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the Maine Municipal Association Voting Ballot as recommended by MMA. Vote 5-0, motion passes.

4. Discussion and Possible Action: Off-Premise Business Directional Sign

a. The Central Bar and Grill

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the single sided business directional signs requested for Long Beach Avenue at the intersection of Long Sands Road and Route One (Northbound) at the intersection of Old Post Road for The Central Restaurant and Bar. Vote 5-0, motion passes.

b. Dunne's Ice Cream

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the single sided business directional signs requested for Long Beach Avenue (Northbound and Southbound) at the intersection of Nubble Road for Dunne's Ice Cream. Vote 5-0, motion passes.

5. Possible Action: Abatement Request

Moved by Mr. Macdonald, seconded by Mr. Speers to grant an Abatement Request for Case #15-01 made pursuant to MRSA Title 36 § 841.2 in the sum of \$380.90 for Tax year 2015. Vote 5-0, motion passes.

6. Special Event Permits

- a. Open Doors of York, Home and Garden Tour – August 12-13, 2015
- b. York Fire Department's Firemen's Field Day – August 15, 2015
- c. The Big Andrew Surf Competition and Fundraiser – August 2, 2015

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the following Special Event Permit Applications subject to all, if any, conditions given by Department Heads: Open Doors of York, Home and Garden Tour – August 12-13, 2015, York Fire Department’s Firemen’s Field Day – August 15, 2015, The Big Andrew Surf Competition and Fundraiser – August 2, 2015. Vote 5-0, motion passes.

K. Future Agendas

L. Other Business

Mr. Frederick thanked the Department of Public Works for the temporary fix to Route 91 to make for a smoother drive for him and many others.

M. Citizens’ Forum

Public Comment: Charles Stacey
Gordon Eldridge
Charles Stacey

Adjourn

Moved by Mr. Macdonald, seconded by Mr. Speers to adjourn the meeting at 10:45PM. Without objection, so ordered.

Respectfully Submitted,

Melissa M. Avery
Assistant to the Town Manager

**BOARD OF SELECTMEN'S
MEETING MINUTES
6:00/6:30/7:00PM MONDAY, AUGUST 10, 2015
YORK LIBRARY**

6:00PM Executive Session: Pursuant to MRSA Title 1, Section 405.6.C – Real Estate

Present: Chairman Robert E. Palmer, Jr., Vice Chairman Jonathan O. Speers, Torbert Macdonald, Dawn Sevigny Watson, Todd A. Frederick and Town Manager Stephen H. Burns.

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

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

6:30PM Board and Committee Interviews

7:00PM: Regular Meeting

Present: Chairman Robert E. Palmer, Jr., Vice Chairman Jonathan O. Speers, Torbert Macdonald, Dawn Sevigny Watson, Todd A. Frederick, Town Manager Stephen H. Burns and members of the press and public.

Call to Order

Chairman Robert E. Palmer, Jr. called the meeting to order at 7:00PM.

Opening Ceremonies

A. Minutes

1. April 7, 2015 Meeting Minutes
2. April 13, 2015 Meeting Minutes

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the April 7, 2015 Meeting Minutes. Vote 5-0, motion passes.

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to approve the April 13, 2015 Meeting Minutes, as amended. Vote 5-0, motion passes.

B. Chairman's Report

No Chairman's report.

C. Manager's Report

Town Manager Stephen H. Burns was informed by Mary-Anne Szeniewski, Town Clerk and Tax Collector that tax bills are going out in the mail tomorrow. Also, the Tax Rate for the coming year's bills is \$11.00 per thousand; up 2.7% from last year. He also reminded citizens that Household Hazardous Waste Day is Saturday October 24th and anyone with questions should contact the Department of Public Works. Another reminder was that the State will be doing night time overlay paving on Route One from August 17 to September 12.

D. Awards

1. Bid Award: Public Works – Ten Wheel Plow Truck Chassis

The Board chose to defer the bid awards until a future scheduled meeting.

2. Bid Award: Public Works – Ten Wheel Dump Body and Plow

The Board chose to defer the bid awards until a future scheduled meeting.

E. Reports

F. Citizens' Forum – The Citizens' Forum is open to any member of the audience for comments on any matter. 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. Public Hearings

1. Main Street Project – Public Sewer and Road Reconstruction

Moved by Mr. Macdonald, seconded by Mr. Speers to open the Public Hearing. Without objection, so ordered.

Public Comment: Mark Leprise

Diane Spear

Moved by Mr. Macdonald, seconded by Mr. Speers to close the Public Hearing. Without objection, so ordered.

H. Endorsements

Business Licenses:

- RJ Poulin Properties, LLC DBA: Sunrise Motel (Innkeeper)
Located at 340 Long Sands Road
- 3rd Gen, LLC DBA: Woody's Brick Oven Pizza (Food Service, Liquor) Located at 11 Railroad Avenue

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the following licenses: RJ Poulin Properties, LLC DBA: Sunrise Motel (Innkeeper); located at 340 Long Sands Road and 3rd GEN, LLC DBA: Woody's Brick Oven Pizza (Food Service, Liquor); located at 11 Railroad Avenue subject to taxes, fees and inspections being current and compliant with the usual noise stipulations. Vote 5-0, motion passes.

I. Old Business

1. Discussion: Urban Compact and Snow Plowing

After a lengthy discussion, the Board chose to delay this item to determine the costs, timing and mechanism to litigate this issue.

2. Discussion and Possible Action: Wood Pellet Burner Repair or Replacement

Moved by Mr. Macdonald, seconded by Mr. Palmer to repair the existing pellet boiler system at the Grant House and award the work to Omni Heat of South Portland, Maine in the amount of \$9,486. Motion withdrawn.

Moved by Mr. Macdonald, Mr. Speers to table this item for two weeks until the Board has a chance to check Omni Heat's references. Vote 3-2, Mr. Macdonald and Mr. Palmer against, motion passes.

J. New Business

1. Discussion and Possible Action: Request for Proposals for Wireless Communications on the Police Station/Senior Center Site

Moved by Mr. Macdonald, seconded by Mr. Frederick to direct the Town Manager to release and advertise the RFP as presented. Vote 5-0, motion passes.

2. Discussion and Possible Action: Public Street Acceptance Policy – Consideration of Policy Change

After discussing with the Town Manager, the Board felt it would be appropriate to at a minimum require a fiscal note indicating the anticipated annual maintenance cost based on the length of the proposed adopted road, along with requiring the vote to be taken at a Budget Referendum rather than a General Referendum. There is no formal action required at this time, the Town Manager was simply seeking direction from the Board regarding a possible future amendment to the Public Street Acceptance Ordinance.

3. Discussion: Road Paving List

After discussing with the Director of Public Works, Deans Lessard, the Board decided they would like the Road Survey Management System (RSMS) method be explored by Mr. Lessard for a multi-year paving plan for the Town.

4. Discussion and Possible Action: Selectmen's Policies – Details and Next Overview

Fund Balance Policy: The Board a few questions regarding this policy and would like to discuss it further with more information from the Town Manager.

Fast Track Procedures Policy: Moved by Mr. Macdonald, seconded by Mr. Speers to repeal the Fast Track Procedures Policy. Vote 5-0, motion passes.

5. Discussion and Possible Action: Abatement of Building Permit Application Fees

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to waive the Building Permit Application fees for fire-related repairs at 242 York Street. Vote 5-0, motion passes.

6. Discussion: Preview of November General Referenda

There was no action required on this item, just a preview and open session for input from the Board on the current draft.

7. Special Event Permits

- a. Parks and Recreation's Flashmob
- b. York Soccer Club's Harvest Cup

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to approve the following Special Event Permit Applications subject to all, if any conditions given by Department Heads: Parks and Recreation's Flashmob and York Soccer Club's Harvest Cup. Vote 5-0, motion passes.

K. Future Agendas

L. Other Business

M. Citizens' Forum

Public Comment: David Brinkman

Adjourn

Moved by Mr. Macdonald, seconded by Mr. Speers to adjourn the meeting at 10:10PM. Without objection, so ordered.

Respectively Submitted,

Melissa M. Avery
Assistant to the Town Manager

**BOARD OF SELECTMEN'S
MEETING MINUTES
7:00PM THURSDAY, AUGUST 13, 2015
YORK LIBRARY**

7:00PM: Executive Session: Pursuant to MRSA Title 1, Section 405.6.E – Consultation with Town Attorney

Present: Chairman Robert E. Palmer, Jr., Vice Chairman Jonathan O. Speers, Torbert Macdonald, Todd A. Frederick, Town Attorney Mary Costigan and Town Manager Stephen H. Burns.

Moved by Mr. Macdonald, seconded by Mr. Speers 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.

8:00PM: Regular Meeting

Present: Chairman Robert E. Palmer, Jr., Vice Chairman Jonathan O. Speers, Torbert Macdonald, Todd A. Frederick, Town Manager Stephen H. Burns and members of the press and public.

Call to Order

Chairman Robert E. Palmer, Jr. called the meeting to order at 8:00PM.

1. Discussion and Possible Action: Route One Urban Compact Designation

Moved by Mr. Macdonald, seconded by Mr. Speers to authorize the Town Attorney to file against the State. Vote 2-2, Mr. Palmer and Mr. Frederick against, motion fails.

2. Special Event Permit: Zumba with Marianela

Moved by Mr. Frederick, seconded by Mr. Speers to approve the Special Event Permit Application subject to all, if any, conditions given by Department Heads for Zumba with Marianela. Vote 4-0, motion passes.

Adjourn

Moved by Mr. Macdonald, seconded by Mr. Speers to adjourn the meeting at 8:20PM. Without objection, so ordered.

Respectfully Submitted,

Melissa M. Avery
Assistant to the Town Manager

DRAFT

**BOARD OF SELECTMEN'S
MEETING MINUTES
6:00/7:00PM MONDAY, AUGUST 24, 2015
YORK LIBRARY**

6:00PM: Executive Session – Pursuant to M.R.S.A Title 1, Section 405.6.C – Acquisition of Real Estate and Pursuant to M.R.S.A Title 1, Section 405.6.A – Quarterly Review and Check-In with Town Manager

Present: Chairman Robert E. Palmer, Jr., Vice Chairman Jonathan O. Speers, Torbert Macdonald, Dawn Sevigny Watson, Todd A. Frederick and Town Manager Stephen H. Burns.

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

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

7:00PM: Regular Meeting

Present: Chairman Robert E. Palmer, Jr., Vice Chairman Jonathan O. Speers, Torbert Macdonald, Dawn Sevigny Watson, Todd A. Frederick, Town Manager Stephen H. Burns and members of the press and public.

Call to Order

Chairman Robert E. Palmer, Jr. called the meeting to order at 7:00PM.

Opening Ceremonies

- A. **Minutes**
- B. **Chairman's Report**

Chairman Robert E. Palmer, Jr. recently read article about Stonewall Kitchen that labeled them as an "Iconic Maine Brand", bringing 500,000 people into their York store.

- C. **Manager's Report**

Town Manager Stephen H. Burns announced that the Town is losing two Town Employees - Dan Galant, Police Officer and George Safrine from Public Works. Mike Sullivan asked that everyone be aware that the Parks and Recreation Department is very sparse on lifeguards for the rest of the summer, due to college kids heading off to school before Labor Day.

D. New Police Captain

Police Chief Douglas Bracy announced that Charlie Szeniewski has been promoted to the position of Police Captain.

E. Appointments

1. Planning Board

Moved by Mr. Macdonald, seconded by Mr. Speers to appoint Kathleen Kluger to the Planning Board as an Alternate Member, with a term expiring June 30, 2017. Vote 5-0, motion passes.

2. Bicycle and Pedestrian Committee

Moved by Mr. Macdonald, seconded by Mr. Frederick to appoint members to the Bicycle and Pedestrian Committee as follows: Peter Yauch, with term expiring June 30, 2017, Donna Hayford, with term expiring June 30, 2017, Brian Ross, with term expiring June 30, 2018, David McCarthy, with term expiring June 30, 2018. Vote 5-0, motion passes.

F. Awards

1. Bid Award: Public Works – Ten Wheel Plow Truck Chassis

The Department of Public Works solicited bids from truck manufacturers. The following bids were received:

- | | |
|--------------------------------|----------|
| 1. Liberty International | \$92,000 |
| 2. Portland North Truck Center | \$93,300 |

Moved by Mr. Macdonald, seconded by Mr. Speers to award the bid for the DPW heavy wheeler plow truck chassis to Lobster International in the amount of \$92,000. Vote 5-0, motion passes.

2. Bid Award: Public Works – Ten Wheel Dump Body and Plow

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

1. H.P. Fairfield	\$88,800	#1: \$2,013	#2: \$946	#3: \$2,750
		#4: \$4,132	Total: \$96,641	
2. Viking Cives	\$89,525	#1: \$2,275	#2: \$800	#3: \$4,600
		#4: \$2,400	Total: \$99,600	

Moved by Mr. Macdonald, seconded by Mr. Frederick to award the bid for the Dump Body/Snowplow installation including options 1-4 to H.P. Fairfield in the amount of \$96,641. Vote 5-0, motion passes.

3. Bid Award: Public Works – Salt

Moved by Mr. Frederick, seconded by Ms. Sevigny-Watson to award the 2015/2016 winter road salt bid to Granite State Minerals for \$51.73 per ton. Vote 5-0, motion passes.

4. Bid Award: YVFD - Defibrillator

Moved by Mr. Macdonald, seconded by Mr. Frederick to award the purchase of a new defibrillator to Zoll X in the amount of \$23,881.15. Vote 5-0, motion passes.

G. Reports

1. York Public Library – Robert Waldman, Library Director
2. Assessor’s Annual Report – Richard Mace, Tax Assessor

H. Citizens’ Forum – The Citizens’ Forum is open to any member of the audience for comments on any matter. 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: Helen Rollins
Jim Carmody
Bob Tibedeau
Ted Little
Hillary Clark
Spiro Paras
Eric Hopkins
Sally Sulloway

I. Public Hearings

1. Single-Use Plastic Carryout Bag Ordinance

Moved by Mr. Macdonald, seconded by Speers to open the Public Hearing.
Without objection, so ordered.

Public Comment: Victoria Simon
Diane Lochlin
Rick Cuomo

Moved by Mr. Macdonald, seconded by Mr. Speers to close the Public Hearing.
Without objection, so ordered.

2. Transient Seller's License Application – Chris McKinney DBA: Roof Pros Storm Division, Inc.

Moved by Mr. Macdonald, seconded by Mr. Speers to open the Public Hearing.
Without objection, so ordered.

Public Comment: Kevin Law

Moved by Mr. Macdonald, seconded by Mr. Speers to close the Public Hearing.
Without objection, so ordered.

J. Endorsements

Business License:

1. Chris McKinney DBA: Roof Pros Storm Division, Inc. (Transient Seller) and Pat Rocheleau DBA: Ledges Golf Course (Food Service, Liquor); located at 1 Ledges Drive

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the following license: Chris McKinney DBA: Roof Pros Storm Division, Inc. (Transient Seller) and Pat Rocheleau SBA: Ledges Golf Course (Food Service and Liquor); located at 1 Ledges Drive, subject to taxes, fees and inspections being current and compliant with the usual noise stipulation. Vote 5-0, motion passes.

K. Old Business

1. Discussion and Possible Action: Wood Pellet Burner Repair or Replacement

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to repair the existing pellet boiler system with additional recommended options at the Grant House and award the work to Omni Heat of South Portland, Maine in the amount of \$13,023. Vote 5-0, motion passes.

2. Discussion and Possible Action: Engineering Services for Road Project in York Beach

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to approve the development of an RFP and solicit proposals from interested Engineering firms for the planning, surveying, preliminary design engineering including signalized intersection design, environmental permitting, construction bid documents, cost estimates and project management services for a York Beach Access Road, from Ridge Road to US Route One, utilizing a portion of the previously designed access road and a portion of the existing Wild Kingdom Road and its US Route One entrance. Vote 5-0, motion passes.

3. Discussion and Possible Action: York River Steering Committee

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the recommended slate of members of the York Study Committee and identify Chuck Ott as the official liaison with the York Board of Selectmen. Vote 5-0, motion passes.

4. Discussion and Possible Action: Follow-up to the Executive Session – Acquisition of Real Estate

Moved by Mr. Macdonald, seconded by Mr. Speers to direct the Town Manager to act on discussion from Executive Session. Vote 5-0, motion passes.

L. New Business

1. Discussion and Possible Action: Harbor Dredging in the York River

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to send a letter in support of requested federal funding for the dredging of York Harbor, as proposed by the Harbor Board. Vote 5-0, motion passes.

2. Discussion and Possible Action: Place the Single-Use Plastic Carryout Bag Ordinance on the November General Referendum Ballot

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the proposed "Single-Use Plastic Bag Ordinance" to be placed on the November 2015 ballot. Vote 5-0, motion passes.

M. Other Business

N. Citizens' Forum

Public Comment: Spiro Paras

Adjourn

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

Respectively Submitted,

Melissa M. Avery
Assistant to the Town Manager

DRAFT

**BOARD OF SELECTMEN'S
MEETING MINUTES
6:00/7:00PM MONDAY, SEPTEMBER 14, 2015
YORK LIBRARY**

6:00PM: Joint Meeting with York Sewer District Trustees

Present: Chairman Robert E. Palmer, Jr., Vice Chairman Jonathan O. Speers, Torbert Macdonald, Dawn Sevigny Watson, Todd A. Frederick, Town Manager Stephen H. Burns and members of the press and public.

7:00PM: Regular Meeting

Call to Order

Chairman Palmer called the meeting to order at 7:00PM

Opening Ceremonies

A. Minutes

1. April 24, 2015 Meeting Minutes
2. May 7, 2015 Meeting Minutes
3. May 11, 2015 Meeting Minutes
4. May 18, 2015 Meeting Minutes
5. May 22, 2015 Meeting Minutes

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the April 24, 2015, May 7, 11, 18 and 22, 2015 Meeting Minutes, as amended. Vote 5-0, motion passed.

B. Chairman's Report

No Chairman's Report.

C. Manager's Report

Town Manager Stephen H. Burns reminded citizens that the first tax payment is due September 25th, the second is due February 5th. Mr. Burns also congratulated Dispatcher Nathaniel Higgins for a brave and successful suicide call that came into the York Dispatch recently. The Town Manager also announced the Celebrate Solar event at the York Beach Fire Station on Saturday September 26th put on by the Energy Steering Committee.

D. Introduction of New Staff

1. Patrol Officer – Michael Taddei

Police Chief Douglas Bracy introduced new Patrol Officer Michael Taddei to the Board and public.

2. Patrol Officer – Rance Mills

Police Chief Douglas Bracy introduced new Patrol Officer Rance Mill to the Board and public.

3. Assistant Planner – Scott Hastings

Town Manager Burns introduced new Assistant Planner Scott Hastings to the Board and public.

E. Awards

1. Bid Award: Parks Truck

Moved by Mr. Macdonald, seconded by Mr. Speers to award the bid for the Parks Department truck to Starkey Ford of York, Maine in the amount of \$27,794. Vote 5-0, motion passes.

2. Bid Award: Police Cruiser

Moved by Mr. Macdonald, seconded by Mr. Speers to award the bid for the purchase of two 2016 Policy Utility Cruisers to Quirk Ford of Augusta in the amount of \$42,348.00 from the Capital Cruiser Account of the Police Department. Vote 5-0, motion passes.

3. Bid Award: Village Fire Department Outboard Motors

Moved by Mr. Macdonald, seconded by Mr. Speers to award the bid for two outboard motors for the Village Fire Department to Moose Landing Marina of Naples, Maine in the amount of \$14,913.72. Vote 5-0, motion passes.

F. Reports

G. Citizens' Forum – The Citizens' Forum is open to any member of the audience for comments on any matter. 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

H. Public Hearings

1. November General Referendum Warrant

Moved by Mr. Macdonald, seconded by Mr. Speers to open the Public Hearing on the November General Referendum Warrant. Without objection, so ordered.

Public Comment: None

Moved by Mr. Macdonald, seconded by Mr. Speers to close the Public Hearing on the November General Referendum Warrant. Without objection, so ordered.

2. Road Acceptance – Hannaford Drive

Moved by Mr. Macdonald, seconded by Mr. Speers to open the Public Hearing on the Road Acceptance of Hannaford Drive. Without objection, so ordered.

Public Comment: Dean Lessard, Director of Public Works

Moved by Mr. Macdonald, seconded by Mr. Speers to close the Public Hearing on the Road Acceptance of Hannaford Drive. Without objection, so ordered.

3. New Business Licenses

Moved by Mr. Macdonald, seconded by Mr. Speers to open the Public Hearing on the New Business Licenses. Without objection, so ordered.

Public Comment: None

Moved by Mr. Macdonald, seconded by Mr. Speers to close the Public Hearing on the New Business Licenses. Without objection, so ordered.

I. Endorsements

Business Licenses: RJ Poulin DBA: Sea Latch Inn, LLC for Innkeeper; located at 277 Long Beach Avenue, Eaton's Neck, LLC DBA The Lighthouse Inn and Carriage House for Innkeeper and Food Service; located at 20 Nubble Road, Bruce Larson DBA: Southern Maine Lobster for Food Service; located at 1021 US Route One, Kenneth Churchill DBA: Cowboy Café for Food Service; located at 4 Bog Road, Douglas and Margery Mindell DBA: Morning Glory Inn for Bed and Breakfast; located at 120 Seabury Road, Donald and Ann MacAulay DBA: Faircrest Motel

for Innkeeper; located at 865 US Route One, and York Harbor Motel, LLC. DBA: York Harbor Motel and Cottages for Innkeepers; located at 780 York Street

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the following licenses: RJ Poulin DBA: Sea Latch Inn, LLC for Innkeeper; located at 277 Long Beach Avenue, Eaton's Neck, LLC DBA The Lighthouse Inn and Carriage House for Innkeeper and Food Service; located at 20 Nubble Road, Bruce Larson DBA: Southern Maine Lobster for Food Service; located at 1021 US Route One, Kenneth Churchill DBA: Cowboy Café for Food Service; located at 4 Bog Road, Douglas and Margery Mindell DBA: Morning Glory Inn for Bed and Breakfast; located at 120 Seabury Road, and York Harbor Motel, LLC. DBA: York Harbor Motel and Cottages for Innkeepers; located at 780 York Street subject to taxes, fees and inspections being current and compliant with the usual noise stipulations. Vote 5-0, motion passes.

J. Old Business

1. Schedule Site Visit for Grant House/Goodrich Park

On the Board's agenda for September 21, 2015 is an initial presentation by Michael Sullivan, Parks and Recreation Director, about public uses at Goodrich Park and Grant House. Before this discussion, Town Manager Stephen H. Burns feels it would be helpful to have the Board conduct a site visit. During the visit, Mr. Burns feels it is important to take note of the impact of highway traffic noise on the property.

The Board agreed to hold a site visit at the Grant House at 5:00PM on Monday, September 21, 2015.

2. Discussion and Possible Action: Finalize the Definition of "Capital"

Current Policy: "Capital, in terms of the Capital Program, is defined as any equipment, facility, infrastructure or land that costs more than \$20,000 and provides a useful life of 3 or more years, and all licensed motor vehicles. Further, capital shall be classified as New Capital when it is part of or related to a new function or purpose (ie: not maintenance or regularly scheduled replacement of existing capital).

Proposed Policy: "Capital, in terms of the Capital Program, is defined as: land of any size or cost; any equipment, building, facility, or infrastructure that costs more than \$20,000, and provides a useful life of 3 or more years or is built into a building or facility; and all licensed motor vehicles. This shall apply to any item, as defined above, whether purchased, leased or otherwise financed.

Moved by Mr. Macdonald, seconded by Mr. Speers to adopt the new definition of Capital as read (See "Proposed Policy" above). Vote 5-0, motion passes.

3. Discussion and Possible Action: Police Station Project Manager

Moved by Mr. Macdonald, seconded by Mr. Speers to table this item until October to give all the applicants the opportunity to view of the building and to modify their proposals if they so choose. Vote 1-4, Mr. Palmer, Mr. Speers, Mr. Frederick and Ms. Watson against, motion fails.

Moved by Mr. Frederick, seconded by Ms. Watson to award the Police Station Project Manager contract to Civil Consultants. Vote 4-1, Mr. Macdonald against, motion passes.

K. New Business

Chairman Palmer took New Business Item #4 out of order.

1. "4. Discussion: Overview of KACTS-funded Projects"

Director of Public Works Dean Lessard notified the Board that at the July KACTS board meeting they voted unanimously to approve funds in the amount of \$677,500 for a project encompassing the entrance of the new access road on Route One, signaling and make other improvements to the intersection that the Planning Board has required of the Connector Road project. The KACTS board also approved funds in the amount of \$545,000 for the Phase 1 construction of the York Village Intersection (York Street and Long Sands Road intersection – Where the monument is). As required by the Federal and State regulations for this funding, the Town would be required to match 10% of the funds donated.

2. "1. Discussion and Possible Action: Preference Votes for the November General Referendum"

Article One: 5-0

Article Two: 5-0

Article Three: 5-0

Article Four: 5-0

Article Five: 5-0

Article Six: 5-0

Article Seven: 5-0

Article Fourteen: 5-0

Article Fifteen: 5-0

Article Sixteen: 5-0

3. "2. Discussion and Possible Action: Set Polling Hours and Appoint Warden for the November General Referendum"

Moved by Mr. Frederick, seconded by Ms. Watson to appoint David N. Ott as the Warden for the State of Maine general Election to be held on November 3, 2015 and to set the polling hours for said election as 8:00AM until 8:00PM. Vote 5-0, motion passes.

4. "3. Discussion and Possible Action: Forward November General Referendum Warrant to the Voters"

Moved by Mr. Macdonald, seconded by Mr. Speers to appoint forward the November General Referendum Warrant to the voters. Vote 5-0, motion passes.

5. "4. Property Redemptions"

a. 164 Camp Eaton

Moved by Ms. Watson, seconded by Mr. Speers to approve the property redemption of Tax Map 0040-0061-0164, located at 164 Camp Eaton, as requested, subject to the condition that all taxes, interest and administrative costs are paid in full by no later than November 13, 2015 with cash or certified bank check. Vote 5-0, motion passes.

b. 184 Camp Eaton

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the property redemption of Tax Map 0040-0061-0184, located at 184 Camp Eaton, as requested, subject to the condition that all taxes, interest and administrative costs are paid in full by no later than November 13, 2015 with cash or certified bank check. Vote 5-0, motion passes.

c. 184 Mountain Road

Moved by Mr. Macdonald, seconded by Mr. Speers to approve the property redemption of Tax Map 0096-0036-F, located at 184 Mountain Road, as requested, subject to the condition that all taxes, interest and administrative costs are paid in full by no later than November 13, 2015 with cash or certified bank check. Vote 5-0, motion passes.

6. "5. Discussion and Possible Action: Voting Credentials for MMA Annual Business Meeting"

Moved by Mr. Macdonald, seconded by Mr. Speers to appoint Stephen H. Burns as the Designated Official Voting Delegate, and Torbert Macdonald as the Alternate Voting Delegate for York to the Maine Municipal Association Annual Business Meeting on October 7, 2015 in Augusta, Maine. Vote 5-0, motion passes.

L. Future Agendas

Mr. Frederick mentioned the high number of accidents that seem to be occurring between the Spur Road and Old Post Road on Route One and asked that the Town Manager contact the Chief of Police and see if a report can be put together about the reports and see what actions could be taken after that.

Mr. Frederick also commented on the parking areas at the Bog Road Fields. He said that there are no lines in the parking lots marking out parking spaces and cars are parked on Bog Road along with up and down the access road to the fields. Mr.

Frederick asked that the parking needs be managed to ensure that emergency vehicles be able to enter and exit the complex.

Mr. Macdonald stated that he enjoyed the workshop on setting priorities and asked that the Town Manager reach out to the York Community Dialogue group hold a public session regarding the land in the Green Enterprise Zone, between Route One and Ridges Road.

M. Other Business

N. Citizens' Forum

Public Comment: None

Adjourn

Moved by Mr. Macdonald, seconded by Mr. Speers to adjourn the meeting at 8:45PM. Without objection, so ordered.

Respectfully Submitted,

Melissa M. Avery
Assistant to the Town Manager

**BOARD OF SELECTMEN'S
MEETING MINUTES
5:00PM SITE VISIT – GOODRICH PARK
6:00/7:00PM MONDAY, SEPTEMBER 21, 2015
YORK LIBRARY**

5:00PM: Site Visit at Goodrich Park and Grant House; 200 US Route One

Present: Chairman Robert E. Palmer, Jr., Vice Chairman Jonathan O. Speers, Torbert Macdonald, Dawn Sevigny Watson, Todd A. Frederick, Town Manager Stephen H. Burns, Parks and Recreation Director Michael Sullivan and members of the press and public.

6:00PM: Meeting with Energy Steering Committee to Discuss LED Streetlights

Present: Chairman Robert E. Palmer, Jr., Vice Chairman Jonathan O. Speers, Torbert Macdonald, Dawn Sevigny Watson, Todd A. Frederick, Town Manager Stephen H. Burns, Director of Public Works Dean Lessard and members of the press and public.

7:00PM: Regular Meeting

Present: Chairman Robert E. Palmer, Jr., Vice Chairman Jonathan O. Speers, Torbert Macdonald, Dawn Sevigny Watson, Todd A. Frederick, Town Manager Stephen H. Burns and members of the press and public.

Call to Order

Chairman Robert E. Palmer, Jr. called the meeting to order at 7:00PM.

Opening Ceremonies

A. **Minutes**

B. **Chairman's Report**

No Chairman's Report.

C. **Manager's Report**

Town Manager Stephen H. Burns reminded board and committee members that here is a legal training on October 20th put on by the Town's legal counsel that they should attend. He also gave another reminder for the Celebrate Solar event being put on by the Energy Steering Committee at the York Beach Fire Station on Saturday. Mr. Burns announced that he will be out of the office from September 28 through October 7. There was also a reminder about signing up with Public Works for the Household Hazardous Waste Collection Day on October 24th.

D. Awards

1. Knights of Columbus Proclamation

Whereas, York has been the home of the Star of the Sea Council 11940 of the Knights of Columbus and will join thousands of other local councils in a fundraising effort for special needs children and their families through the even known as the "Tootsie Roll Drive" and; Whereas, this event is scheduled to take place on the Saturday, Sunday and Monday of Columbus Day weekend, at the entrance of local business establishments, and; Whereas, the "Tootsie Roll Drive" is the Knights of Columbus Nationwide Fundraiser to aid local special needs children and their families, and; Whereas, it is the goal of the Members of the Local Council 11940 and the Citizens of York to make the "Tootsie Roll Drive" a success; Now therefore, the Board of Selectmen do hereby extend an invitation to all of York's citizens, along with their friends and family, to support this great cause and the efforts of our local Knights of Columbus by patronizing local establishments and supporting the Knights of Columbus "Tootsie Roll Drive" for special needs children and their families.

2. Bid Award: Fall Parks and Recreation Brochures

The Parks and Recreation Department recently solicited for their 2015 Fall/Winter/Spring Recreation Brochure and received the following bids:

Graphic Image, Inc.	36 Pages plus Cover (6,000 Brochures)	\$3,890
	(7,000 Brochures)	\$4,250
	40 Pages plus Cover (6,000 Brochures)	\$4,485
	(7,000 Brochures)	\$4,875
Hawthorne Creative	36 Pages plus Cover (6,000 Brochures)	\$4,364
	(7,000 Brochures)	\$4,732
	40 Pages plus Cover (6,000 Brochures)	\$5,049
	(7,000 Brochures)	\$5,466
RAM Printing	36 Pages plus Cover (6,000 Brochures)	\$4,520
	(7,000 Brochures)	\$4,964
	40 Pages plus Cover (6,000 Brochures)	\$4,982
	(7,000 Brochures)	\$5,450

Moved by Mr. Macdonald, seconded by Mr. Speers to award the bid for the Parks and Recreation Department's 2015 Fall/Winter/spring brochure to Graphic Image, Inc. in the amount of \$4,250. The Brochure will be 36 pages plus cover and a total of 7,000 brochures. Vote 5-0, motion passes.

E. Reports

1. Annual MS4 Compliance Report – Leslie Hinz, Stormwater Manager
2. Police Department – Accidents on Route One

F. Citizens' Forum – The Citizens' Forum is open to any member of the audience for comments on any matter. 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: Jim Carmody

G. Public Hearings

H. Endorsements

I. Old Business

1. Discussion: Winter Plowing Plan

Director of Public Works Dean Lessard informed the Board and the public that the Maine Department of Transportation agreed to help the Town plow the recently acquired Urban Compact areas of Route One until we get our heavy duty plow truck on the road. Mr. Lessard stated that, as agreed by the Board, his department would be bidding out the plowing and cleanup of school parking lots and other town-owned properties, along with juggling around plow routes and equipment this winter to try and accommodate the changes for this first year.

2. Discussion and Possible Action: Parking Policies with Respect to Revenues

Captain Charlie Szeniewski gave the Board an overview of the present state of the Town's parking revenue and potential changes to the revenue streams (Parking permits, parking meters, and violation revenues) to increase the returns.

3. Discussion and Possible Action: Communications Tower at 36 Main Street

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to direct the Town Manager to work with Verizon to draft a lease and design documents, to notify the public and abutting land owners within ¼ mile of the property of a public hearing to be held on October 19th. Vote 5-0, motion passes.

J. New Business

1. Discussion: Public Uses/Park Management, Goodrich Park

Parks and Recreation Director Michael Sullivan talked about Goodrich Park, referring to the Site Walk that was held earlier this evening and the old paths that are in disrepair throughout the wooded areas of the park.

2. Discussion and Possible Action: Beach Management Overview

Parks and Recreation Director Michael Sullivan discussed with the Board his opinion on implementing changes to how we manage and maintain our public beaches. Mr. Sullivan stated that he would like to create a "Beach Management Plan" that will outline policies and procedures that will enable the Town to get the results it wants in several areas; Beach Cleaning, Seaweed Management, Trash Removal, Water Quality, Public Access, Parking, ADA Compliance, Signage, Ordinances, Rules and Regulations, Public Safety (Police, Lifeguard Program, Emergency Response), Beach Profiling, Nourishment, Dune Restoration, etc. The Board was very receptive and supportive of Mr. Sullivan's plan and him coming back to them with details of the different sections at future meetings.

3. Discussion and Possible Action: Options for Solid Waste Contract

The Town of York currently contracts with Waste Management Services for the weekly collection and disposal of Municipal Solid Waste and the biweekly collection of recyclable materials. The current eight-year contract expires on June 30, 2016. The Board was supportive of the option of setting up a citizen committee to review the possibilities of amending the current contract with Waste Management.

4. Discussion and Possible Action: MDOT Route One Maintenance Facility

The Maine Department of Transportation is asking if the Town of York is seriously interested in the possibility of acquiring the MDOT Maintenance Facility on Route One, so they can determine if they need to have an appraisal of the property done.

Moved by Mr. Macdonald, seconded by Mr. Frederick to direct the Town Manager to communicate to the Maine Department of Transportation the Town's interest in the lot with the maintenance facility, but not the other lot which was split off. Vote 5-0, motion passes

K. Future Agendas

L. Other Business

M. Citizens' Forum

Public Comment: None

Adjourn

Moved by Mr. Macdonald, seconded by Ms. Sevigny-Watson to adjourn the meeting at 10:15PM. Without objection, so ordered.

Respectfully Submitted,

Melissa M. Avery
Assistant to the Town Manager



REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: 1/04/2016

ACTION

DATE ACTION REQUESTED: 1/11/2016

DISCUSSION ONLY

SUBJECT: Formation of committee to review status of Paper Roads.

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: As per recommendation of the Board of Selectmen: The Assessor was tasked to analyze the list of paper roads that was voted on by the Board of Selectmen back in 1997. The analysis is now complete and it is time to form a review committee.

RECOMMENDATION: My recommendation for the make-up of the committee is as follows: 1-2 members of the Board of Selectmen, Director of Public Works, Superintendents of the York Water District and York Sewer District, and the Tax Assessor.

PROPOSED MOTION: To approve the recommendation of the Tax Assessor regarding the formation of the Paper Roads Review Committee.

FISCAL IMPACT: \$0

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

PREPARED BY: _____

REVIEWED BY: _____



REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: January 5, 2016

ACTION

DATE ACTION REQUESTED: January 11, 2016

DISCUSSION ONLY

SUBJECT: Release of Parcels to York Land Trust

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: At the meeting of December 7th, the Board reviewed a series of 18 parcels owned by the Town that might be suitable for transfer to the York Land Trust pursuant to conservation efforts in the Agamenticus area. The consensus at that meeting appeared to be a willingness to transfer 13 parcels in the vicinity of Third Hill. There were 5 other parcels that were found to be unsuitable for transfer at this time - four parcels down towards Bell Marsh Road (possible future use – impact mitigation for a connector road), and a small lot of tidal marsh on the York River (still requires voter authorization for release – to be pursued in May 2016).

A table with the 13 parcels in the Third Hill area is attached. The parcels total approximately 104 acres and have an assessed value of \$178,300.

I believe it would be appropriate to place a simple restriction on each parcel to ensure it remains in conservation use in perpetuity. I have proposed simply to prohibit the construction of any buildings on these lots.

RECOMMENDATION: I recommend the Board vote to transfer the 13 parcels to the York Land Trust for conservation purposes, with the addition of a deed restriction that prevents the construction of buildings, and with all transaction costs to be paid by the York Land Trust.

PROPOSED MOTION: I move to transfer the 13 parcels of land identified below to the York Land Trust for conservation purposes subject to the following two conditions: a deed restriction shall be added to each deed to prevent the construction of buildings; and subject to payment of all transaction costs by the York Land Trust.

List of Parcels (identified by tax map/lot, and street address)

0098-0041, 174 Ogunquit Road

0095-0044, 155 Tatnic Road

0098-0038, 191 Tatnic Road

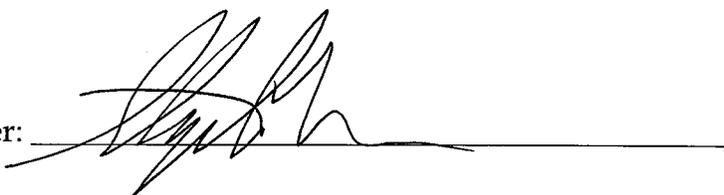
0095-0031, 80 Third Hill Road
0095-0056, 101 Third Hill Road
0095-0055, 95 Third Hill Road
0095-0054, 103 Third Hill Road
0098-0034, 270 Ogunquit Road
0098-0035, 260 Ogunquit Road
0098-0033, 250 Ogunquit Road
0095-0057, 105 Third Hill Road
0098-0037, 290 Ogunquit Road
0098-0036, 280 Ogunquit Road

FISCAL IMPACT: n.a.

DEPARTMENT LINE ITEM ACCOUNT:

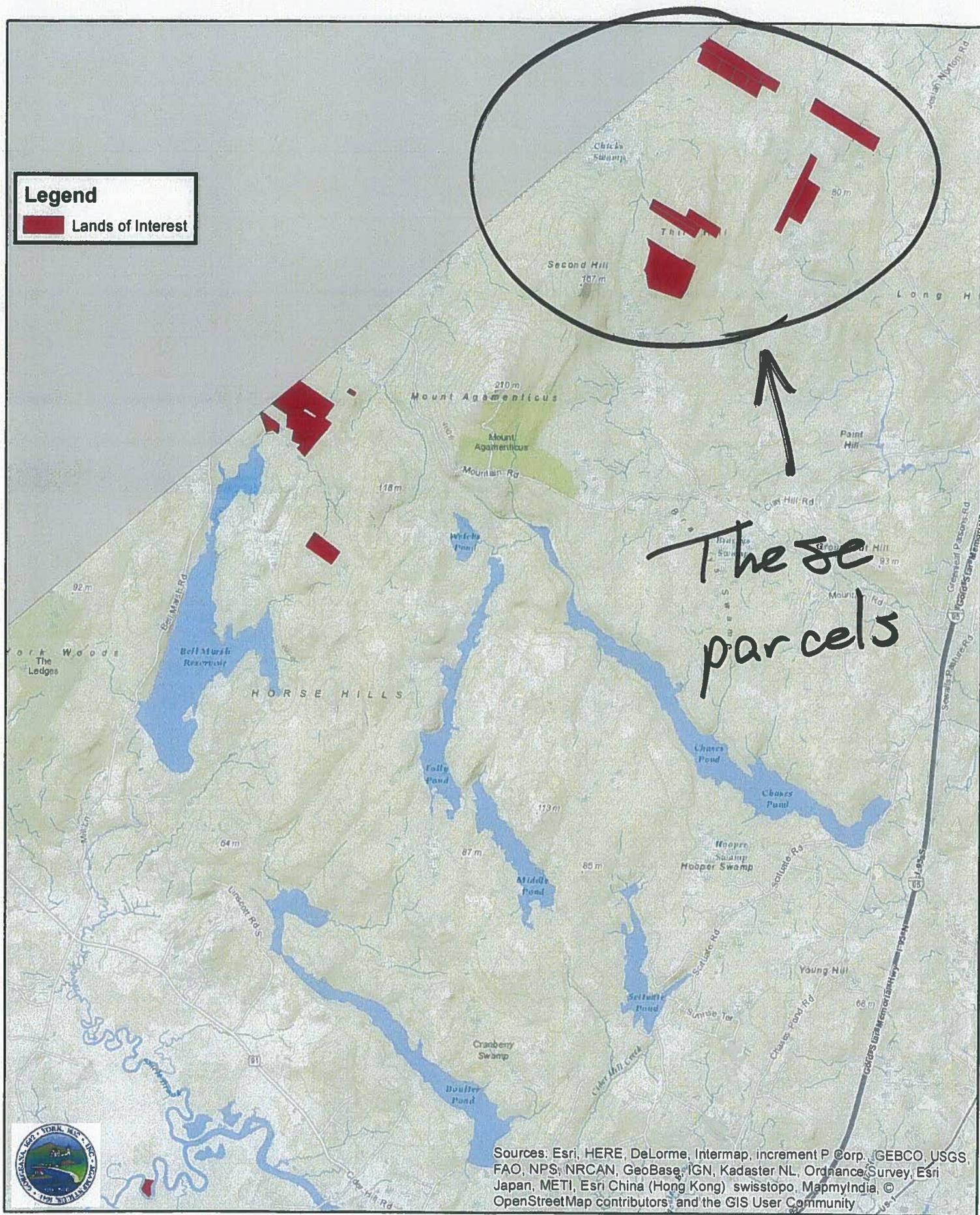
BALANCE IN LINE ITEM IF APPROVED:

Prepared by Stephen H. Burns, Town Manager:

A handwritten signature in black ink, appearing to be 'S. Burns', is written over a horizontal line.

<u>PARCEL ID</u>	<u>LOCATION</u>	<u>ACREAGE</u>	<u>ASSESSED VALUE</u>	<u>VOTER APPROVED</u>
0098-0041	174 OGUNQUIT ROAD	18.26	20,800.00	YES
0095-0044	155 TATNIC ROAD	10.44	15,900.00	YES
0098-0038	191 TATNIC ROAD	11.01	16,300.00	YES
0095-0031	80 THIRD HILL ROAD	19.26	15,300.00	YES
0095-0056	101 THIRD HILL ROAD	6.28	13,300.00	YES
0095-0055	95 THIRD HILL ROAD	5.84	13,000.00	YES
0095-0054	103 THIRD HILL ROAD	5.18	12,600.00	YES
0098-0034	270 OGUNQUIT ROAD	5.64	12,900.00	YES
0098-0035	260 OGUNQUIT ROAD	4.00	11,900.00	YES
0098-0033	250 OGUNQUIT ROAD	6.46	10,900.00	YES
0095-0057	105 THIRD HILL ROAD	3.60	11,600.00	YES
0098-0037	290 OGUNQUIT ROAD	4.00	11,900.00	YES
0098-0036	280 OGUNQUIT ROAD	4.00	11,900.00	YES
		103.97	178,300.00	

Parcels of Interest Owned by the Town of York





REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: January 8, 2016	<input checked="" type="checkbox"/> ACTION
DATE ACTION REQUESTED: January 11, 2016	<input checked="" type="checkbox"/> DISCUSSION ONLY
SUBJECT: meeting with Historic District Commission	

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: I have spoken with Bob Cutts, the Chair of the HDC. I shared with him the discussion about protecting more properties by expanding existing districts or adding new districts, such as one in Concordville. This is essentially an opportunity for the Board and Commission to have a discussion about these matters or others.

RECOMMENDATION: none at this time.

PROPOSED MOTION: none at this time.

Prepared by Stephen H. Burns, Town Manager:



REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: 12/18/2015

DATE ACTION REQUESTED: 1/11/2016



ACTION



DISCUSSION ONLY

SUBJECT: Procedural Policy for Disposition of Foreclosed Property

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: Amending the policy to include acquisition of tax acquired property as well as disposition of surplus property. Amendments to include stricter guidelines, specific time lines, and clarification of procedures.

RECOMMENDATION: To adopt the proposed amended policy

PROPOSED MOTION: To adopt the proposed amended Procedural Policy for Acquisition and Disposition of Tax Acquired and Surplus Property.

FISCAL IMPACT: \$0

DEPARTMENT LINE ITEM ACCOUNT:

BALANCE IN LINE ITEM IF APPROVED:

PREPARED BY:

REVIEWED BY:

AMENDED
PROCEDURAL POLICY FOR ACQUISITION AND DISPOSITION
OF TAX ACQUIRED AND SURPLUS PROPERTY

January 11, 2016

I. **PURPOSE OF POLICY:** The policy establishes a process for the Town and Board of Selectmen to use when acquiring or disposing of tax acquired and surplus properties.

II. **TAX ACQUIRED PROPERTIES**

A. **DEFINITION:** Tax Acquired Property is defined as any property that has come into the possession of the Town of York as a result of tax lien foreclosure in 2008 or later.

B. **ACQUISITION**

1. The Town Treasurer shall annually prepare a warrant article for adoption at the Budget Referendum that allows the Board of Selectmen the authority to waive foreclosure on any potential tax acquired properties. Following is recommended language for the warrant articles:

a) The Town Treasurer has the authority to waive foreclosure of any tax lien during the _____ calendar year, said waiver requiring approval of the Board of Selectmen. The Board of Selectmen shall grant said approval only in circumstances where foreclosures would prove injurious to the Town of York, such as, but not limited to, the presence of hazardous waste upon the property, environmental impacts or the presence on the property of one or dangerous buildings for which the cost of removal or repair would exceed the value of the property.

2. The Town Treasurer shall annually prepare a notice identifying all property to be acquired by automatic tax lien foreclosure and shall provide the Board of Selectmen, Town Manager, Tax Assessor, Town Clerk/Tax Collector, Code Enforcement Office and Planning Office a copy of this notice. This notice shall be provided within 145 days of the date of foreclosure.

3. The Tax Assessor shall provide the following information for all tax acquired property to the Code Enforcement Office and Planning Office within 2 weeks of receiving the notice prepared by the Town Treasurer: map and lot number of the parcel, a map identifying location of the parcel, and a photocopy of the tax card of record.

4. The Code Enforcement Office shall conduct a review of all potential tax acquired property to ensure that there is no hazardous waste, environmental impacts, or dangerous buildings located on the properties. They will also review any associated files associated with the parcel (i.e. business licenses, Board of Appeals decisions, pre-existing violations, unpaid impact fees, etc.). The Code Enforcement Office analysis and recommendation shall be completed within 1 month of the receipt of information supplied by the Tax Assessor and submitted to the Town Manager, Town Treasurer, and the Planning Office.

5. The Town Treasurer shall submit to the Board of Selectmen within two weeks of receipt of the Code Enforcement Office's report, those properties identified for foreclosure waiver. The Board of Selectmen shall act on waiving foreclosure a minimum of 60 days prior to foreclosure date.

C. DISPOSITION

1. The Town Treasurer shall annually prepare a warrant article for adoption at the Budget Referendum that allows the Board of Selectmen the authority to dispose of any tax acquired properties. Following is recommended language for the warrant articles:

a) *To see if the Town will vote to authorize the Board of Selectmen to make one of the following decisions for each tax acquired property:*

b) *To dispose of the property by allowing the immediate former owner or their immediate heirs, one generation, to redeem title to the property from the Town. Redemption of the property shall require payment of all taxes due plus interest and lien costs to date of redemption; payment of all other costs; and an amount determined by the Board of Selectmen up of to ten (10) percent of the then current assessed valuation as set by the Tax Assessor; and satisfaction of all other conditions established by the Board of Selectmen. The redemption period will expire one (1) year from date of foreclosure.*

c) *To dispose of the property by either a public sealed bid or live on-site auction.*

d) *To dispose of the property by conducting a limited public sale among the parties who own property which directly abut this property.*

e) *To dispose of the property by way of donation or discounted sale to another Government Agency or Non-Profit Organization.*

2. The Planning Office shall conduct an analysis of all tax acquired property and identify potential and preferred uses of each parcel. The analysis shall consider potential short and long term public uses of the property and will result in a recommendation to the Town Manager regarding the retention or disposition of the property. The Planning Office shall consult with appropriate Town Departments, Boards/Commissions, and the Town's Comprehensive Plan in conducting this analysis. The Planning Department analysis and recommendation shall be completed within 5 months of the receipt of information supplied by the Tax Assessor.

3. The Town Manager shall review the analysis and recommendation prepared by the Planning Office and recommend a specific action for each property to the Board of Selectmen. This recommendation shall consider donating to or selling at a discounted price to another Government Agency or Non-Profit Organization. The Board of Selectmen shall adopt one of the actions authorized in the warrant article adopted by the Legislative Body for each tax acquired property, or shall seek other authorization from the Legislative Body.

4. The **Board of Selectmen**, acting at a regular **Board of Selectmen** meeting, shall use the following standards to govern the disposition of tax acquired property by the method of allowing the immediate former owner or their immediate heirs, one generation, to **redeem** the property:

- a) *The former owner shall pay all taxes, interest due, lien costs, and filing costs, on said taxes to the date of redemption, for all years which taxes are outstanding;*
- b) *The former owner shall pay all other costs due.*
- c) *The former owner may be required to pay an administrative fee based on the Town's direct and indirect costs for redeeming the property. These costs may include, but are not limited to, staff time spent researching the property and developing conditions, if any, mailing expenses and third party expenses.*
- d) *The **Board of Selectmen** may assess an amount up to ten (10) percent of the then current assessed valuation as set by the Tax Assessor.*
- e) *The former owner shall satisfy all other conditions established by the **Board of Selectmen**. By way of example only, these conditions may be the need to eliminate a non-conforming use, to connect a property to public services, or to eliminate a hazardous condition.*
- f) *The former owner shall comply with terms of the **redemption** established by the **Board of Selectmen** within 60 days of the **Board of Selectmen** action to allow the **redemption**, unless other conditions are stipulated by the Selectmen.*
- g) *The **Board of Selectmen** shall issue a quit claim deed to convey title to tax acquired property which a former owner redeems. **The property is sold as is, where is, with no warranties or guaranties. If the property is occupied or encumbered it will be the responsibility of the grantee to evict or vacate.***

5. The **Board of Selectmen**, acting at a regular meeting, shall act to use the following standards to govern the disposition of a tax acquired property by the method of disposal by public sealed bid **or live on-site auction**:

- a) *Public notice of the bid procedure **or rules of the live auction** shall be provided as follows: post notice in Town Hall a minimum of 14 days prior to the sale; publish notice in at least 2 newspapers of local circulation a minimum of 14 days prior to the sale; and sending notice by certified registered return receipt letter to the former owner(s) and mortgage holder(s) a minimum of 45 days prior to the sale. The notice shall describe the time, date and place of the public sale, and all bid terms.*
- b) *The **Board of Selectmen** shall open and act upon all bids received. The **Board of Selectmen** shall ensure the bidder has the ability to satisfy all bid conditions within 60 calendar days. The **Board of Selectmen** shall reserve the right to accept or reject any and all bids submitted and to act in the best interests of the Town.*

c) *The Board of Selectmen shall issue a quit claim deed to convey title to any property which is disposed of by public auction. The property is sold as is, where is, with no warranties or guaranties. If the property is occupied or encumbered it will be the responsibility of the grantee to evict or vacate.*

6. The Board of Selectmen, acting at a regular meeting, shall act to use the following standards to govern the disposition of a tax acquired property by the method of conducting a limited public sale among parties who directly abut this property. This limited method of sale is primarily used to address public concerns, which may be harmed if the property were made available for sale to all members of the public. By way of example only, harm to public concerns could include: a lot which does not conform to present minimum lot size standards, where this situation could be addressed by requiring merger with an abutting property; the abutting lots are non-conforming in size and the addition of this land could make one or more abutting lots conforming; or the soils on the lot are too poor for on-site septic disposal. The Board of Selectmen shall ensure fairness in considering the bids of all abutters and that all sales demonstrably satisfy the public good.

a) *The Board of Selectmen shall establish terms for the sale of the parcel which address the public concerns identified in the Planning Office analysis and recognized by the Board of Selectmen. The Board of Selectmen shall state these terms, which may include terms other than price, in a request for bid proposal.*

b) *The request for proposal for the limited sale to abutters shall be provided by certified registered return receipt letter a minimum of 45 days prior to the sale to all parties who directly abut the parcel. The request for proposal shall describe the time, date and place of sale and the bid terms. The bid terms shall specifically identify the criteria the Board of Selectmen shall use to award a bid. The request for proposal shall request all bidders to describe why they believe their proposal should be considered, particularly for bidders who may not satisfy all preferred terms identified in the request for proposal.*

c) *The Board of Selectmen shall open and act upon all bids received in response to the request for proposals. The Board of Selectmen shall ensure the successful bidder has the ability to satisfy all bid conditions within 60 calendar days. The Board of Selectmen shall reserve the right to accept or reject any and all bids submitted and to act in the best interests of the Town. The Board of Selectmen specifically have the authority to award the bid to the abutter who they determine best meets terms they have identified and to choose among competing bids from abutters. Notwithstanding bid award criteria identified in the request for proposal, nothing in this policy shall be construed to preclude the Selectmen from awarding the bid based on special circumstances described in a respondent's bid proposal. The Board of Selectmen may alternately accept bids from more than one abutter and permit each abutter to purchase only a portion of the property provided this property is merged with the bidder's property.*

d) *The Board of Selectmen shall issue a quit claim deed to convey title to any property which is disposed of by the method of limited public sale to abutters. The property is sold as is, where is, with no warranties or guaranties. If the property is occupied or encumbered it will be the responsibility of the grantee to evict or vacate.*

7. The Board of Selectmen, acting at a regular meeting, shall act to use the following standards to govern the disposition of a tax acquired property by the method of donating to or selling at a discounted price to another Government Agency or Non-Profit Organization.

III. SURPLUS PROPERTY

A. **DEFINITION:** Surplus Property is defined as any property that has come into the possession of the Town of York by way of purchase, donation, or tax lien foreclosure (prior to 2008 and going forward, 7 years after foreclosure).

B. DISPOSITION

1. The Town Treasurer shall annually prepare a warrant article for adoption at the **Budget Referendum** that authorizes the Board of Selectmen to dispose of **any surplus property**. Following is recommended language for the warrant articles:

- a) *To see if the Town will vote to authorize the Board of Selectmen to make one of the following decisions for **each surplus parcel**:*
- b) *To dispose of the property by either a public sealed bid **or live on-site** auction.*
- c) *To dispose of the property by conducting a limited public sale among the parties who own property which directly abut this property.*
- d) *To dispose of the property by way of donation or discounted sale to another Government Agency or Non-Profit Organization.*

2. The **Tax Assessor** shall provide the following information for all surplus property to the **Code Enforcement Office** and **Planning Office**: map and lot number of the parcel, a map identifying location of the parcel, and a photocopy of the tax card of record.

3. The **Code Enforcement Office** shall conduct a review of all surplus property including associated files (i.e. business licenses, Board of Appeals decisions, pre-existing violations, unpaid impact fees, etc.) to ensure that there is no hazardous waste, environmental impacts, or dangerous buildings located on the properties. The **Code Enforcement Office** analysis and recommendation shall be completed within one month of the receipt of information supplied by the **Tax Assessor** and submitted to the **Town Manager**, **Town Treasurer**, and the **Planning Office**.

4. The **Planning Office** shall conduct an analysis of all **surplus** property and identify potential and preferred uses of each parcel. The analysis shall consider potential short and long term public uses of the property and will result in a recommendation to the **Town Manager** regarding the retention or disposition of the property. The **Planning Office** shall consult with appropriate **Town Departments**, **Boards/Commissions**, and the **Town's Comprehensive Plan** in conducting this analysis. The **Planning Office** analysis and recommendation shall be completed within five months of the receipt of information supplied by the **Tax Assessor**.

5. The Town Manager shall review the analysis and recommendation prepared by the Planning Office and recommend a specific action for each property to the Board of Selectmen. This recommendation shall consider donating to or selling at a discounted price to another Government Agency or Non-Profit Organization. The Board of Selectmen shall adopt one of the actions authorized in the warrant article adopted by the Legislative Body for each surplus parcel, or shall seek other authorization from the Legislative Body.

Adopted at Selectmen's Meeting June 18, 1990

Amended at Selectmen's Meeting September 10, 1990

Amended at Selectmen's Meeting July 27, 1993

Amendment approved at November 2, 1993 General Referendum (Adopted at Sel. Mtg. 2/22/94)

Amendment at Selectmen's Meeting May 14, 1996



REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: January 8, 2016	<input type="checkbox"/> ACTION
DATE ACTION REQUESTED: January 11, 2016	<input checked="" type="checkbox"/> DISCUSSION ONLY
SUBJECT: Capital Program	

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: Attached is the Capital Budget as forwarded by the Capital Planning Committee to the Board of Selectmen.

I have made changes to the Capital Budget Tables per the direction of the Committee, and am prepared to make any other changes requested by the Board of Selectmen, but I have not yet amended the text of the document to ensure consistency throughout. I'll distribute the revised copy for your next meeting.

RECOMMENDATION: No votes necessary at this meeting, but policy direction would be appreciated.

PROPOSED MOTION: none at this time.

Prepared by Stephen H. Burns, Town Manager:

ROADS & UTILITIES

Item	Current Cost to		Finance Method	Years Financed	External Funding Anticipated	Net Cost (Total Minus External)	FY								
	Replace	FY Requested					FY17	FY18	FY19	FY20	FY21				
Road and Sidewalk Reconstruction - York Village	\$400,000	FY17	current year	20	\$3,600,000	\$400,000	400,000								
Underground Utilities in York Village	\$1,000,000	FY17	bond		\$0	\$1,000,000	1,000,000								
LED Streetlight Conversion	\$450,000	FY17	current year; lease/purchase		\$405,000	\$45,000	45,000	0							
Bell Marsh Road Improvements (to remain unpaved)	\$250,000	FY18	bond	10	\$0	\$250,000	250,000								
Expansion of Utilities in the Growth Area															
FY18 Expansions	\$1,000,000	FY18	bond	20	\$0	\$1,000,000		1,000,000							
FY19 Expansions	\$1,000,000	FY19	bond	20	\$0	\$1,000,000			1,000,000						
FY20 Expansions	\$1,000,000	FY20	bond	20	\$0	\$1,000,000				1,000,000					
FY21 Expansions	\$1,000,000	FY21	bond	20	\$0	\$1,000,000					1,000,000				
Hubble Road Sidewalk Study	\$75,000	FY18	current year		\$0	\$75,000	75,000								
Sidewalks (Woodbridge, Ridge Road, Webber Road, Beacon St.)															
design	\$35,000	FY18	current year		\$0	\$35,000		35,000							
construction	\$350,000	FY20	bond	10	\$0	\$350,000			350,000						
Road Reconstruction - placeholder	\$500,000	FY20	bond	10	\$0	\$500,000			500,000						
FY20 Road Reconstruction	\$500,000	FY21	bond	10	\$0	\$500,000				500,000					
FY21 Road Reconstruction	\$500,000	FY21	bond	5	\$0	\$500,000					500,000				
York Village - Trails and Paths	\$100,000	FY21	bond	5	\$0	\$100,000					100,000				
Roads & Utilities Subtotal							1,445,000	1,360,000	1,000,000	1,850,000	1,600,000	445,000	185,000	180,000	\$251,875
															\$428,750

EQUIPMENT & OTHER

Item	Current Cost to		Finance Method	Years Financed	External Funding Anticipated	Net Cost (Total Minus External)	FY								
	Replace	FY Requested					FY17	FY18	FY19	FY20	FY21				
Town IT Infrastructure - second year	\$210,000	FY17	bond	3	\$0	\$210,000	210,000								
Town IT Infrastructure - third year	\$70,000	FY18	bond	3	\$0	\$70,000		70,000							
TV Station - broadcast infrastructure replacement	\$100,000	FY17	bond	5	\$0	\$100,000	100,000								
Town Financial Software - Research	\$45,000	FY17	current year		\$0	\$45,000	45,000								
Town Financial Software - Purchase	\$250,000	FY18	short term loan	5	\$0	\$250,000		250,000							
Beach Fire - Cascade System (re-fills air tanks)	\$25,000	2021	current year		\$0	\$25,000					25,000				
Harbor Master - big boat	\$100,000	FY21	bond	5	\$0	\$100,000					100,000				
Police Department - Multi-Space Parking Meters (26 Units)	\$200,000	FY17	bond	5	\$0	\$200,000	200,000								
Police Department - Implement the Microwave Communications System	\$207,000	multiple	current year		\$0	\$207,000	124,000	83,000							
							679,000	403,000	0	0	125,000	\$169,000	\$83,000	\$170,833	\$165,750
															\$115,667
Equipment & Other Subtotal							4,948,000	2,980,000	5,466,000	2,956,000	3,016,000	874,000	934,850	1,232,819	1,579,178
															1,867,370

FISCAL YEAR TOTALS

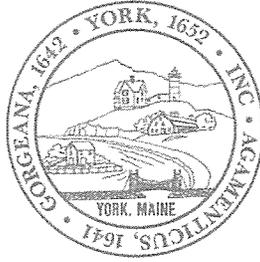
\$4,830,000 **\$19,584,000** **4,948,000** **2,980,000** **5,466,000** **2,956,000** **3,016,000** **874,000** **934,850** **1,232,819** **1,579,178** **1,867,370**

Payment on Existing Bonds	Original Amt.		Final FY	FY				
	2008 Issue - School & Town	2010 Issue - School (Refinanced)		FY17	FY18	FY19	FY20	FY21
2008 Issue - School & Town	\$3,524,000	FY29		\$274,094	\$266,656	\$259,219	\$251,781	\$244,125
2010 Issue - School (Refinanced)	\$10,785,000	FY20		\$1,179,025	\$1,154,838	\$1,127,963	\$803,400	\$0
2010 Issue - School & Town	\$8,624,500	FY31		\$569,568	\$560,569	\$551,318	\$536,137	\$524,780
2011 Issue - Town	\$9,124,421	FY32		\$692,244	\$657,094	\$647,194	\$637,294	\$627,394
2012 Issue - School & Town	\$3,644,100	FY33		\$280,031	\$275,531	\$271,531	\$218,031	\$214,531
2013 Issue - School & Town	\$2,574,000	FY34		\$271,137	\$261,886	\$252,737	\$209,037	\$205,737
2015 Issue - School & Town	\$1,805,000	FY35		\$251,663	\$237,363	\$233,263	\$224,163	\$115,163
2017 Issue - School & Town	\$12,038,000	FY36		\$1,143,005	\$1,122,530	\$1,105,140	\$1,012,380	\$988,690
Cost to Obtain New Bonds				\$44,000	\$44,000	\$44,000	\$44,000	\$44,000
Annual Bond Costs				\$4,704,767	\$4,580,467	\$4,442,365	\$3,936,223	\$2,964,420

ANNUAL COST SUMMARY TABLE

	FY17	FY18	FY19	FY20	FY21
Vehicles	180,000	378,533	399,380	485,784	665,971
Properties	80,000	145,567	482,605	675,768	666,982
Roads & Utilities	445,000	185,000	180,000	251,875	428,750
Equipment & Other	169,000	225,750	170,833	165,750	115,667
Bonds	4,704,767	4,580,467	4,442,365	3,936,223	2,964,420
TOTAL	5,578,767	5,515,317	5,675,184	5,515,401	4,831,790
Average:	5,423,292	5,423,292	5,423,292	5,423,292	5,423,292

Jan. 8, 2016
p. 3



REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: January 8, 2016

ACTION

DATE ACTION REQUESTED: January 11, 2016

DISCUSSION ONLY

SUBJECT: First look – proposed FY17 Operating Budget

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: It is my responsibility under the Town Charter to bring a proposed operating budget to the Budget Committee. The Board of Selectmen has a very limited role in this process - setting the cost of living adjustment (COLA) for employees and determining the amount of fund balance to be utilized to offset property taxes. Despite the limitations of the Charter requirements, it is good practice for the Manager to ensure the budget proposal is generally acceptable to the Board of Selectmen prior to submittal to the Budget Committee.

I am presenting 3 overall budget scenarios to the Board for consideration. Because of the late completion this year of the draft budgets, these are still drafts and will require refinement between now and the next meeting of the Board. That said, the only difference between the 3 scenarios as I am presenting them is in the manner in which we address spending for capital.

I am not ready at this time to make a recommendation about use of fund balance or about enterprise budgets.

In all scenarios, the proposed operating municipal operating budget is to increase by 2.7%. This is a \$476,000 increase to an \$18M budget. Last year the increase in operating budget was about 3.5%. I think we have a good handle on operating budgets, though I will continue to review them over the coming weeks.

Interestingly, the big issues for our budget are actually the result of my recommended changes to the capital budget and capital spending. My recommended budget, which follows the recommendations of the Capital Planning Committee, would result in an overall increase of 7.1% in municipal expenses incurred in FY17. The issue is use current year funding rather than borrowing. I have proposed 3 designs/studies, 4 vehicle purchases, Grant House repairs, and the match for York Village road/utility improvements all be funded directly, not financed. These total \$3/4M. It's difficult to transition away from financing everything, and this is where we would feel the pain. I am convinced that design work and studies shouldn't be financed even though they can be. Either we spend the money for them or we don't. I am equally convinced that the Town shouldn't finance the match for the State/Federal funds for the York Village improvements. Bond financing mandates the speed at which this money needs to be spent and I think we'd be setting ourselves up for problems down the road. Last, I think we should

get away from financing most vehicles. The pattern of going out for a bond annually doesn't go back that far. The Town used to operate many years on a pay-as-you-go basis.

Option 1 would reduce the current year costs by financing 2 of the vehicle purchases and the Grant House repairs, would lower the amount of money requested as match for the York Village improvements, and would bring LED streetlights back to a zero up-front cost proposal, as recommended by the Energy Steering Committee.

Option 2 would finance all vehicles except the Police cruisers, would defer the Mount A parking lot design, and would reduce the match for York Village improvements even further.

Any of these option, or some other combination, is workable. At this first meeting I'd appreciate high-level direction and I will refine this for our following meeting on January 25th.

In addition to the 3 budget overview sheets, I've attached a couple handouts from Rick Mace that provide ballpark guidance about impacts to the mil rate in the prior year. These will be in the ballpark, and this early in the process that's the best information we have.

RECOMMENDATION: No votes necessary at this meeting, but policy direction would be appreciated.

PROPOSED MOTION: none at this time.

Prepared by Stephen H. Burns, Town Manager:

A handwritten signature in black ink, appearing to read "Stephen H. Burns", is written over a horizontal line.

INCREASES THAT AFFECT THE TAX RATE

Providing that everything else remains the same when applying one these changes.

Increased Valuation: + \$40,000,000

10¢ decrease on the tax rate

Increased Revenue: + \$100,000

3¢ decrease on the tax rate

Increased budget: + \$400,000

10¢ increase on the tax rate

FY16

2015 Assessor's Report to the Board of Selectmen

General Information

- The new tax rate is \$11.00, up .30¢.
- The new total taxable valuation of the town is \$3,964,520,605. That's up \$49,269,646 from last year.
- We have a certified assessment ratio of 100%, with an actual of 99% (State requirement of above 70%). Our quality rating is 8.9% (State requirement of below 20%).
- This year we picked up \$27,444,100 in new construction, this includes additions and renovations. Last year we picked up \$30,705,500.
- We had 325 qualified sales in 2014/2015, compared to 318 the previous year.
- Due to market conditions, out of 73 neighborhoods, 6 had an increase in value and 1 had a decrease in value. The remaining neighborhoods stayed the same as last year.
- The average selling price of a single family home, April 2, 2014 – April 1, 2015, was \$440,944.
- The average assessed value of those same homes is \$424,875.
- This year's overlay is \$255,836.83.
- The 2015 TIF Financing Plan Amount is \$1,823.96; there was a higher increase in the percentage of building values in the TIF District than in the town as a whole.
- The 2016 State Valuation is \$3,976,700,000 (2014 municipal valuation), second highest in the State behind the City of Portland.

Assessment Statistics

- Total real estate accounts in the Town of York: 10,661.
- 2,760 properties had an increase in valuation:
 - 1,708 properties had an increase of \$100 - \$9,900
 - 451 properties had an increase of \$10,000 - \$24,900
 - 137 properties had an increase of \$25,000 - \$49,900
 - 267 properties had an increase of \$50,000 - \$99,000
 - 173 properties had an increase of \$100,000 - \$499,000
 - 24 properties had an increase of over \$500,000
- 6,083 properties' values stayed the same.
- 1,818 properties went down in value:
 - 1,413 properties had a decrease of \$100 - \$9,900
 - 236 properties had a decrease of \$10,000 - \$24,900
 - 63 properties had a decrease of \$25,000 - \$49,900
 - 64 properties had a decrease of \$50,000 - \$100,000

- 42 properties had a decrease of over \$100,000
- The 2015 average ratio of assessment to sale price for single family homes (non-waterfront) is 98%. The median ratio of assessment to sale price is 97%. (206 sales)
- The average ratio of assessment to sale price for waterfront properties is 101%. The median ratio of assessment to sale price for waterfront properties is 105%. (18 sales)
- The average ratio of assessment to sale price for vacant land is 105%. The median ratio of assessment to sale price for vacant land is 98%. (22 sales)
- The average ratio of assessment to sale price for condominium properties is 98%. The median ratio of assessment to sale price for condominium properties is 97%. (51 sales)
- The average ratio of assessment to sale price for commercial properties is 102%. The median ratio of assessment to sale price for commercial properties is 99%. (12 sales)
- A home, assessed at \$400,000, with no increase/decrease in assessed value, will see an increase in their tax bill of \$120.00.

Historic View of Taxable Value, Tax Rates, and Budgets

The new tax rate is \$11.00 per thousand dollars of value. This is up from the 2014/2015 rate of \$10.70. This is the eighth time since 2002 that the tax rate has gone up. This year we had a 1.6% increase in the Town's assessed value. As you can see by the table below, for the tax rate to be reduced, the percent increase in assessed values needs to be higher than the percent increase in the budget.

Fiscal Year	Taxable Valuation	% Change in Valuation	Tax Rate/1000	% Change in Tax Rate	Annual Budget	% Change in Annual Budget
2004	\$2,794,142,350	+8.96%	\$9.70	-5.37%	\$27,103,181	+3.11%
2005	\$3,188,015,020	+14.10%	\$8.75	-9.79%	\$27,895,131	+2.92%
2006	\$3,465,999,200	+8.72%	\$8.46	-3.31%	\$29,322,353	+5.12%
2007	\$3,794,235,030	+9.47%	\$8.14	-3.78%	\$30,736,026	+4.82%
2008	\$3,988,361,710	+5.12%	\$8.10	-0.49%	\$32,160,100	+4.63%
2009	\$4,100,916,830	+2.82%	\$8.26	+1.98%	\$33,722,498	+4.86%
2010	\$4,037,653,357	-1.54%	\$8.58	+3.87%	\$34,485,161	+2.26%
2011	\$3,967,061,240	-1.78%	\$9.10	+6.06%	\$35,961,240	+4.28%
2012	\$3,909,591,408	-1.45%	\$9.35	+2.75%	\$36,406,723	+1.24%
2013	\$3,849,714,344	-1.53%	\$9.96	+6.52%	\$38,245,119	+5.05%
2014	\$3,855,034,616	+ .14%	\$10.43	+4.72%	\$39,974,697	+4.52%
2015	\$3,915,250,959	+ .1.6%	\$10.70	+2.59%	\$41,746,976	+4.43%
2016	\$3,964,520,605	+ .1.26%	\$11.00	+2.80%	\$43,471,673	+4.13%

Respectfully Submitted,
Rick Mace, Assessor

**Town of York
Approved FY16 Budget Summary**

	Actual FY14	Actual FY15	Budget FY16	Proposed FY17	\$ Change	% Change Plus or Minus
Administration						
Board of Selectmen	23,586	27,641	26,882	29,434	2,552	9.49%
Town Manager/Planning/GIS	241,556	295,254	270,824	565,913	295,089	108.96%
Finance Department	219,611	252,479	273,125	285,207	12,083	4.42%
Information Technology	0	198,998	186,385	186,385	0	0.00%
Human Resources	0	0	87,902	0	-87,902	-100.00%
Assessing Department	265,612	289,297	315,900	329,537	13,637	4.32%
Code Enforcement/Community Development	413,349	406,785	403,456	178,746	-224,710	-55.70%
Town Clerk/Tax Collector	328,867	371,573	394,032	411,757	17,725	4.50%
Elections	22,715	26,066	48,480	40,316	-8,165	-16.84%
Town Hall Operations	124,494	172,675	191,148	212,700	21,552	11.28%
Earned Account/Unemployment	25,000	0	35,000	47,500	12,500	35.71%
Debt Service	1,778,516	2,055,940	2,014,560	1,792,876	-221,684	-11.00%
Contingency	5,200	13,997	50,000	50,000	0	0.00%
Cable TV Operations	7,530	24,470	12,624	19,220	6,596	52.25%
Short Sands Park	36,183	25,197	38,573	38,573	0	0.00%
Insurance	343,970	365,293	403,261	406,542	3,281	0.81%
Policy Items: Markers/Index/Revolving Loan/Cliff Path	49,819	62,839	25,000	85,700	60,700	242.80%
PD Transitional Operating Expenses	0	0	0	25,000	25,000	100.00%
MS4	0	86,212	94,640	96,100	1,460	1.54%
Total Administration	3,886,008	4,674,718	4,871,792	4,801,507	-70,284	-1.44%
Public Safety						
Police	3,150,221	3,351,254	3,472,826	3,589,577	116,751	3.36%
Communications	618,234	562,732	652,532	684,374	31,842	4.88%
Animal Control	38,717	38,449	47,712	52,354	4,642	9.73%
Harbormaster	44,875	46,259	58,129	66,229	8,100	13.93%
York Village Fire	466,074	426,581	482,860	508,598	25,739	5.33%
York Beach Fire	377,473	453,388	497,308	514,330	17,022	3.42%
Public Health	80,000	80,000	80,000	100,000	20,000	25.00%
Hydrants	852,088	902,611	1,010,748	992,944	-17,804	-1.76%
Total Public Safety	5,627,682	5,861,274	6,302,115	6,508,406	206,291	3.27%
Public Works						
Tree Care	23,852	51,232	29,000	29,000	0	0.00%
White Goods	60,724	44,647	84,471	88,871	4,400	5.21%
Highway Maintenance	1,534,717	1,910,690	1,937,009	2,026,661	89,652	4.63%
Winter Maintenance	1,090,936	1,257,029	1,271,709	1,332,006	60,296	4.74%
Contracted Services	1,427,795	1,486,825	1,651,100	1,720,750	69,650	4.22%
Total Public Works	4,138,024	4,750,422	4,973,289	5,197,287	223,998	4.50%
Parks/Grounds/Beaches						
School Grounds Maintenance	132,236	138,812	144,024	149,038	5,014	3.48%
Mt. Agamenticus Trails and Coordinator Appropriation	25,250	0	0	0	0	0.00%
Public Buildings, Grounds and Beaches	595,934	630,957	698,306	747,879	49,574	7.10%
Veterans' Graves	2,516	16,669	25,270	37,119	11,850	46.89%
Total Parks/Grounds/Beaches	755,936	786,439	867,599	934,037	66,438	7.66%
Boards and Committees						
Planning Board	5,898	8,783	8,800	9,858	1,058	12.02%
Appeals Board	460	289	3,998	5,714	1,716	42.93%
Shellfish Commission	1,609	554	1,725	1,725	0	0.00%
Conservation Commission	2,830	169	2,830	2,830	0	0.00%
Cable TV Board	0	0	400	400	0	0.00%
Budget Committee	115	523	100	600	500	500.00%
Historic District Commission	163	157	4,000	4,000	0	0.00%
Energy Steering Committee	0	0	3,000	13,000	10,000	333.33%
Cliff Walk Committee	0	0	0	12,000	12,000	100.00%
Total Boards and Committees	11,075	10,476	24,853	50,127	25,274	101.70%
Human Services						
Recreation Administration	131,166	125,365	140,895	150,682	9,787	6.95%
Senior Center	233,764	256,878	277,927	290,076	12,149	4.37%
General Assistance	29,278	59,377	42,152	45,050	2,898	6.88%
Senior Transportation Appropriation	32,500	32,500	0	0	0	0.00%
Outside Requests	37,200	36,400	39,320	38,922	-398	-1.01%
Total Human Services	463,908	510,520	500,294	524,730	24,436	4.88%
Total General Fund Cost Centers	14,882,633	16,593,849	17,539,942	18,016,094	476,153	2.71%
Other Items:						
Capital paid with Current Year Funding	0	0	0	750,000	750,000	
First Parish Church Cemetery Maintenance	4,000	5,000	5,000	5,000	0	0.00%
Library Appropriation	450,218	483,102	504,373	519,584	15,211	3.02%
Bonding Costs	35,331	36,454	44,000	44,000	0	0.00%
New Debt Service	0	24,563	0	36,270	36,270	100.00%
Total Other Items	489,549	549,119	553,373	1,354,854	801,481	144.84%
Total Budget Requests:	15,372,182	17,142,968	18,093,315	19,370,948	1,277,634	7.06%
				Cap. Budget	Option 1	Option 2
Capital To Be Purchased with Current Year Funds				750,000	278,000	173,000
Town financial software research				45,000	45,000	45,000
Park & Rec Pick-Up				56,000	0	0
Code Enforcement Truck				20,000	20,000	0
Town Hall Vehicle				26,000	0	0
Grant House repairs				45,000	0	0
Mt. A Parking Lot Design				35,000	35,000	0
York Village KACTS improvements - match				400,000	100,000	50,000
LED streetlights inventory & design				45,000	0	0
Police Vehicles				78,000	78,000	78,000



*Manager's
Recommended
304/\$1,000
hike in mil rate*

**Town of York
Approved FY16 Budget Summary**

	Actual FY14	Actual FY15	Budget FY16	Proposed FY17	\$ Change	% Change Plus or Minus
Administration						
Board of Selectmen	23,586	27,641	26,882	29,434	2,552	9.49%
Town Manager/Planning/GIS	241,556	295,254	270,824	565,913	295,089	108.96%
Finance Department	219,611	252,479	273,125	285,207	12,083	4.42%
Information Technology	0	198,998	186,385	186,385	0	0.00%
Human Resources	0	0	87,902	0	-87,902	-100.00%
Assessing Department	265,612	289,297	315,900	329,537	13,637	4.32%
Code Enforcement/Community Development	413,349	406,785	403,456	178,746	-224,710	-55.70%
Town Clerk/Tax Collector	328,867	371,573	394,032	411,757	17,725	4.50%
Elections	22,715	26,066	48,480	40,316	-8,165	-16.84%
Town Hall Operations	124,494	172,675	191,148	212,700	21,552	11.28%
Earned Account/Unemployment	25,000	0	35,000	47,500	12,500	35.71%
Debt Service	1,778,516	2,055,940	2,014,560	1,792,876	-221,684	-11.00%
Contingency	5,200	13,997	50,000	50,000	0	0.00%
Cable TV Operations	7,530	24,470	12,624	19,220	6,596	52.25%
Short Sands Park	36,183	25,197	38,573	38,573	0	0.00%
Insurance	343,970	365,293	403,261	406,542	3,281	0.81%
Policy Items: Markers/Index/Revolving Loan/Cliff Path	49,819	62,839	25,000	85,700	60,700	242.80%
PD Transitional Operating Expenses	0	0	0	25,000	25,000	100.00%
MS4	0	86,212	94,640	96,100	1,460	1.54%
Total Administration	3,886,008	4,674,718	4,871,792	4,801,507	-70,284	-1.44%
Public Safety						
Police	3,150,221	3,351,254	3,472,826	3,589,577	116,751	3.36%
Communications	618,234	562,732	652,532	684,374	31,842	4.88%
Animal Control	38,717	38,449	47,712	52,354	4,642	9.73%
Harbormaster	44,875	46,259	58,129	66,229	8,100	13.93%
York Village Fire	466,074	426,581	482,860	508,598	25,739	5.33%
York Beach Fire	377,473	453,388	497,308	514,330	17,022	3.42%
Public Health	80,000	80,000	80,000	100,000	20,000	25.00%
Hydrants	852,088	902,611	1,010,748	992,944	-17,804	-1.76%
Total Public Safety	5,627,682	5,861,274	6,302,115	6,508,406	206,291	3.27%
Public Works						
Tree Care	23,852	51,232	29,000	29,000	0	0.00%
White Goods	60,724	44,647	84,471	88,871	4,400	5.21%
Highway Maintenance	1,534,717	1,910,690	1,937,009	2,026,661	89,652	4.63%
Winter Maintenance	1,090,936	1,257,029	1,271,709	1,332,006	60,296	4.74%
Contracted Services	1,427,795	1,486,825	1,651,100	1,720,750	69,650	4.22%
Total Public Works	4,138,024	4,750,422	4,973,289	5,197,287	223,998	4.50%
Parks/Grounds/Beaches						
School Grounds Maintenance	132,236	138,812	144,024	149,038	5,014	3.48%
Mt. Agamenticus Trails and Coordinator Appropriation	25,250	0	0	0	0	0.00%
Public Buildings, Grounds and Beaches	595,934	630,957	698,306	747,879	49,574	7.10%
Veterans' Graves	2,516	16,669	25,270	37,119	11,850	46.89%
Total Parks/Grounds/Beaches	755,936	786,439	867,599	934,037	66,438	7.66%
Boards and Committees						
Planning Board	5,898	8,783	8,800	9,858	1,058	12.02%
Appeals Board	460	289	3,998	5,714	1,716	42.93%
Shellfish Commission	1,609	554	1,725	1,725	0	0.00%
Conservation Commission	2,830	169	2,830	2,830	0	0.00%
Cable TV Board	0	0	400	400	0	0.00%
Budget Committee	115	523	100	600	500	500.00%
Historic District Commission	163	157	4,000	4,000	0	0.00%
Energy Steering Committee	0	0	3,000	13,000	10,000	333.33%
Cliff Walk Committee	0	0	0	12,000	12,000	100.00%
Total Boards and Committees	11,075	10,476	24,853	50,127	25,274	101.70%
Human Services						
Recreation Administration	131,166	125,365	140,895	150,682	9,787	6.95%
Senior Center	233,764	256,878	277,927	290,076	12,149	4.37%
General Assistance	29,278	59,377	42,152	45,050	2,898	6.88%
Senior Transportation Appropriation	32,500	32,500	0	0	0	0.00%
Outside Requests	37,200	36,400	39,320	38,922	-398	-1.01%
Total Human Services	463,908	510,520	500,294	524,730	24,436	4.88%
Total General Fund Cost Centers	14,882,633	16,593,849	17,539,942	18,016,094	476,153	2.71%
Other Items:						
Capital paid with Current Year Funding	0	0	0	278,000	278,000	
First Parish Church Cemetery Maintenance	4,000	5,000	5,000	5,000	0	0.00%
Library Appropriation	450,218	483,102	504,373	519,584	15,211	3.02%
Bonding Costs	35,331	36,454	44,000	44,000	0	0.00%
New Debt Service	0	24,563	0	36,270	36,270	100.00%
Total Other Items	489,549	549,119	553,373	882,854	329,481	59.54%
Total Budget Requests:	15,372,182	17,142,968	18,093,315	18,898,948	805,634	4.45%
				Cap. Budget	Option 1	Option 2
Capital To Be Purchased with Current Year Funds				750,000	278,000	173,000
Town financial software research				45,000	45,000	45,000
Park & Rec Pick-Up				56,000	0	0
Code Enforcement Truck				20,000	20,000	0
Town Hall Vehicle				26,000	0	0
Grant House repairs				45,000	0	0
Mt. A Parking Lot Design				35,000	35,000	0
York Village KACTS improvements - match				400,000	100,000	50,000
LED streetlights inventory & design				45,000	0	0
Police Vehicles				78,000	78,000	78,000

↑
 AH. 1
 20¢ / \$1,000
 hike in mil rate

**Town of York
Approved FY16 Budget Summary**

	Actual FY14	Actual FY15	Budget FY16	Proposed FY17	\$ Change	% Change Plus or Minus
Administration						
Board of Selectmen	23,586	27,641	26,882	29,434	2,552	9.49%
Town Manager/Planning/GIS	241,556	295,254	270,824	565,913	295,089	108.96%
Finance Department	219,611	252,479	273,125	285,207	12,083	4.42%
Information Technology	0	198,998	186,385	186,385	0	0.00%
Human Resources	0	0	87,902	0	-87,902	-100.00%
Assessing Department	265,612	289,297	315,900	329,537	13,637	4.32%
Code Enforcement/Community Development	413,349	406,785	403,456	178,746	-224,710	-55.70%
Town Clerk/Tax Collector	328,867	371,573	394,032	411,757	17,725	4.50%
Elections	22,715	26,066	48,480	40,316	-8,165	-16.84%
Town Hall Operations	124,494	172,675	191,148	212,700	21,552	11.28%
Earned Account/Unemployment	25,000	0	35,000	47,500	12,500	35.71%
Debt Service	1,778,516	2,055,940	2,014,560	1,792,876	-221,684	-11.00%
Contingency	5,200	13,997	50,000	50,000	0	0.00%
Cable TV Operations	7,530	24,470	12,624	19,220	6,596	52.25%
Short Sands Park	36,183	25,197	38,573	38,573	0	0.00%
Insurance	343,970	365,293	403,261	406,542	3,281	0.81%
Policy Items: Markers/Index/Revolving Loan/Cliff Path	49,819	62,839	25,000	85,700	60,700	242.80%
PD Transitional Operating Expenses	0	0	0	25,000	25,000	100.00%
MS4	0	86,212	94,640	96,100	1,460	1.54%
Total Administration	3,886,008	4,674,718	4,871,792	4,801,507	-70,284	-1.44%
Public Safety						
Police	3,150,221	3,351,254	3,472,826	3,589,577	116,751	3.36%
Communications	618,234	562,732	652,532	684,374	31,842	4.88%
Animal Control	38,717	38,449	47,712	52,354	4,642	9.73%
Harbormaster	44,875	46,259	58,129	66,229	8,100	13.93%
York Village Fire	466,074	426,581	482,860	508,598	25,739	5.33%
York Beach Fire	377,473	453,388	497,308	514,330	17,022	3.42%
Public Health	80,000	80,000	80,000	100,000	20,000	25.00%
Hydrants	852,088	902,611	1,010,748	992,944	-17,804	-1.76%
Total Public Safety	5,627,682	5,861,274	6,302,115	6,508,406	206,291	3.27%
Public Works						
Tree Care	23,852	51,232	29,000	29,000	0	0.00%
White Goods	60,724	44,647	84,471	88,871	4,400	5.21%
Highway Maintenance	1,534,717	1,910,690	1,937,009	2,026,661	89,652	4.63%
Winter Maintenance	1,090,936	1,257,029	1,271,709	1,332,006	60,296	4.74%
Contracted Services	1,427,795	1,486,825	1,651,100	1,720,750	69,650	4.22%
Total Public Works	4,138,024	4,750,422	4,973,289	5,197,287	223,998	4.50%
Parks/Grounds/Beaches						
School Grounds Maintenance	132,236	138,812	144,024	149,038	5,014	3.48%
Mt. Agamenticus Trails and Coordinator Appropriation	25,250	0	0	0	0	0.00%
Public Buildings, Grounds and Beaches	595,934	630,957	698,306	747,879	49,574	7.10%
Veterans' Graves	2,516	16,669	25,270	37,119	11,850	46.89%
Total Parks/Grounds/Beaches	755,936	786,439	867,599	934,037	66,438	7.66%
Boards and Committees						
Planning Board	5,898	8,783	8,800	9,858	1,058	12.02%
Appeals Board	460	289	3,998	5,714	1,716	42.93%
Shellfish Commission	1,609	554	1,725	1,725	0	0.00%
Conservation Commission	2,830	169	2,830	2,830	0	0.00%
Cable TV Board	0	0	400	400	0	0.00%
Budget Committee	115	523	100	600	500	500.00%
Historic District Commission	163	157	4,000	4,000	0	0.00%
Energy Steering Committee	0	0	3,000	13,000	10,000	333.33%
Cliff Walk Committee	0	0	0	12,000	12,000	100.00%
Total Boards and Committees	11,075	10,476	24,853	50,127	25,274	101.70%
Human Services						
Recreation Administration	131,166	125,365	140,895	150,682	9,787	6.95%
Senior Center	233,764	256,878	277,927	290,076	12,149	4.37%
General Assistance	29,278	59,377	42,152	45,050	2,898	6.88%
Senior Transportation Appropriation	32,500	32,500	0	0	0	0.00%
Outside Requests	37,200	36,400	39,320	38,922	-398	-1.01%
Total Human Services	463,908	510,520	500,294	524,730	24,436	4.88%
Total General Fund Cost Centers	14,882,633	16,593,849	17,539,942	18,016,094	476,153	2.71%
Other Items:						
Capital paid with Current Year Funding	0	0	0	173,000	173,000	
First Parish Church Cemetery Maintenance	4,000	5,000	5,000	5,000	0	0.00%
Library Appropriation	450,218	483,102	504,373	519,584	15,211	3.02%
Bonding Costs	35,331	36,454	44,000	44,000	0	0.00%
New Debt Service	0	24,563	0	36,270	36,270	100.00%
Total Other Items	489,549	549,119	553,373	777,854	224,481	40.57%
Total Budget Requests:	15,372,182	17,142,968	18,093,315	18,793,948	700,634	3.87%
				Cap. Budget	Option 1	Option 2
Capital To Be Purchased with Current Year Funds				750,000	278,000	173,000
Town financial software research				45,000	45,000	45,000
Park & Rec Pick-Up				56,000	0	0
Code Enforcement Truck				20,000	20,000	0
Town Hall Vehicle				26,000	0	0
Grant House repairs				45,000	0	0
Mt. A Parking Lot Design				35,000	35,000	0
York Village KACTS improvements - match				400,000	100,000	50,000
LED streetlights inventory & design				45,000	0	0
Police Vehicles				78,000	78,000	78,000



Alt. 2
15¢/\$1,000
like in mil rate



REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: January 6, 2016	<input checked="" type="checkbox"/> ACTION
DATE ACTION REQUESTED: January 11, 2016	<input type="checkbox"/> DISCUSSION ONLY
SUBJECT: York Water District – proposed sale of land	

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: On December 28th I received notice from Don Neumann that the York Water District is considering the sale of land at 385 Mountain Road to the Center for Wildlife. While little of the area is located within the watershed of Chases Pond, the District would like to know if the Town would be interested in this land. The District is required to offer watershed lands to the Town first, before selling them to another party.

The Board needs to decide whether the Town should seek to acquire this land or to express no interest.

The request received from the District, along with supporting information, is attached.

RECOMMENDATION: I recommend the Board vote to express no Town interest in acquiring the property at 385 Mountain Road.

PROPOSED MOTION: I move to direct the Town Manager to notify the York Water District that the Town has no interest in acquiring the property at 385 Mountain Road.

Prepared by Stephen H. Burns, Town Manager:

Stephen H. Burns

From: Don Neumann <dneumann@yorkwaterdistrict.org>
Sent: Monday, December 28, 2015 1:13 PM
To: Stephen H. Burns
Cc: 'Karen Arsenault'
Subject: 385 Mountain Road
Attachments: Sale of Water Resource Land - 385 Mountain Road.pdf

Importance: High

Hi Steve,

As discussed this morning, attached is a letter to the Board of Selectmen regarding a parcel we would like to sell to the Center for Wildlife, unless of course the Town of York has an interest in it.

I have sent a copy by snail mail as well.

Respectfully,

Don

Donald D. Neumann Jr.
Superintendent
York Water District
86 Woodbridge Road
York, Maine 03909
tel 207-363-2265
cell 207-451-8106
dneumann@yorkwaterdistrict.org
www.yorkwaterdistrict.org

Trustees

Karen Arsenaault, President
Andrew Belliveau, Treasurer
Dana W. Moulton III, Clerk
Frank Witham, Trustee
Richard E. Boston, Trustee



86 Woodbridge Road
York, Maine 03909
Telephone: (207) 363-2265
Fax: (207) 363-7338
www.yorkwaterdistrict.org

Administration

Donald D. Neumann Jr., Superintendent
Carla J. Robinson, Financial Manager
Ryan Lynch, Treatment Plant Manager
Gary E. Stevens, Resource Prot. Manager

York Board of Selectman
Town of York
186 York Street
York, ME 03909

December 28, 2015

Re: Sale of Water Resource Land- 385 Mountain Road, York

Dear Board of Selectmen,

The York Water District intends to subdivide and sell a portion of the parcel of land that is located at 385 Mountain Road, York (see attached plan). The Maine Public Utilities Commission has a specific procedure that must be followed when a consumer owned water utility intends to transfer water resource land. The State Statute 35-A M.R.S.A subsection 6109 requires that the municipality in which the property is located be given notice and also be given the right of first refusal to purchase this property.

This property is located on the north side of the Mountain Road, part of Tax Map 93; Lot 25 consisting of 8.36± acres, more or less. The District no longer needs this property as only a fraction (1975sf) of the parcel falls within the watershed protection district. Both the Town ordinance and the rough topography will prohibit development within the watershed area.

In closing, the District would appreciate a written response of your decision within 30 days of receiving this letter.

Sincerely,

A handwritten signature in blue ink that reads "Donald D. Neumann Jr." with a stylized flourish at the end.

Donald D. Neumann Jr.,
Superintendent

DATE	2/27/74
SCALE	1" = 40'
PROJECT NO.	273
DATE	2/27/74
SCALE	1" = 40'
PROJECT NO.	273

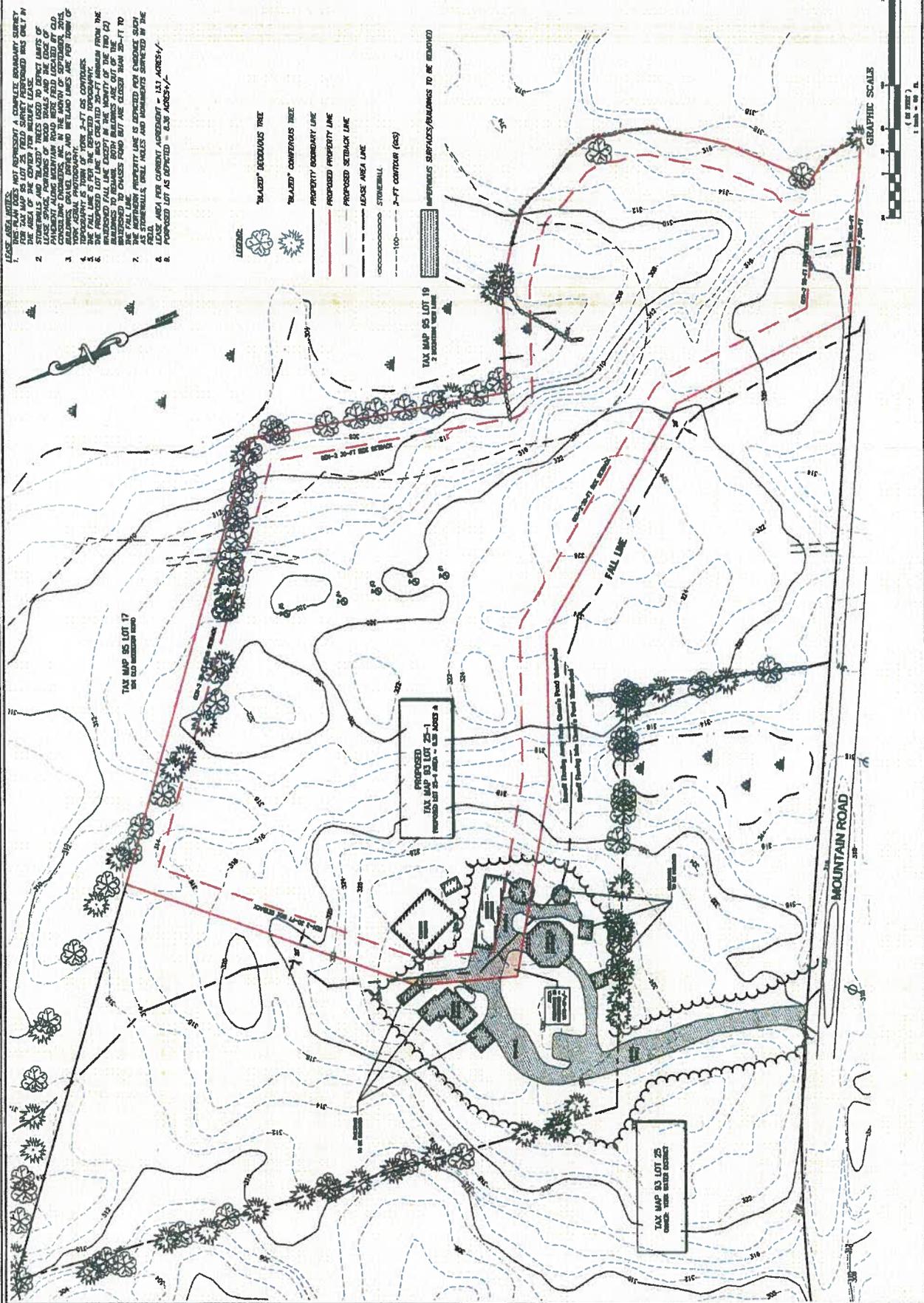
TAX MAP 83 LOT 25
 YORK WATER DISTRICT
 273 CHASES POND ROAD
 YORK, ME 03908

CENTER FOR WILDLIFE
 389 MOUNTAIN ROAD
 YORK, ME 03908
 SKETCH PLAN
 LOT DIVISION

PLANS LIMITED DESIGN
 1000 N. BROAD ST. YORK, ME 03908
 DESIGNED FOR INTERIUM
 REVIEW ONLY. NOT
 FOR CONSTRUCTION

CLP
 CONSULTING ENGINEERS
 318 U.S. ROAD 1, SUITE D, YORK, ME 03908
 (603) 782-1234

APPROVED	DATE	NO. DRAWN
DESIGNED	DATE	NO. DRAWN
CHECKED	DATE	NO. DRAWN
REVISIONS	DATE	NO. DRAWN



LEASE AREA NOTES:

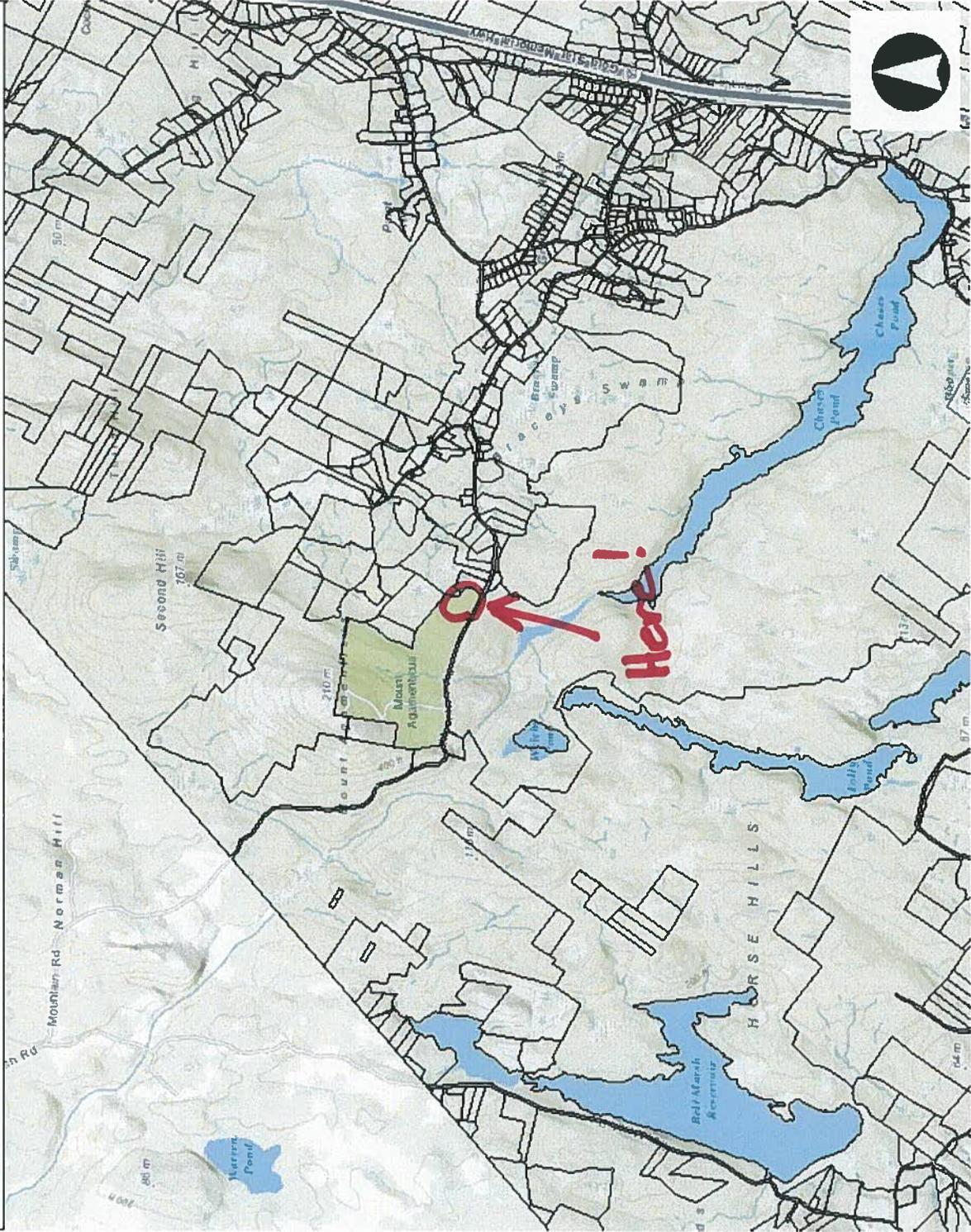
1. THE FALL LINE IS NOT REPRESENTED A COMPLETE BOUNDARY CURVE FOR TAX MAP 85 LOT 25. FIELD SURVEY PERFORMED WAS ONLY IN THE AREA OF THE CENTER FOR WILDLIFE LEASE.
2. LEASE SPACES, PORTIONS OF ROAD WALKS AND THE EDGE OF CHASES POND ARE NOT TO BE CONSIDERED AS PART OF THE LEASE AREA.
3. BALDWIN, GRAVEL BONES, AND WETLAND TANKS ARE NOT PART OF THE LEASE AREA.
4. THE FALL LINE IS FOR THE DEPT. OF REVENUE.
5. THE FALL LINE IS FOR THE DEPT. OF REVENUE.
6. THE FALL LINE IS FOR THE DEPT. OF REVENUE.
7. THE FALL LINE IS FOR THE DEPT. OF REVENUE.
8. LEASE AREA FOR CENTER FOR WILDLIFE, 11.7 ACRES.
9. PROPOSED LOT AS SHOWN - 6.16 ACRES.

- LEGEND:**
- DECIDUOUS TREE
 - CONIFEROUS TREE
 - PROPERTY BOUNDARY LINE
 - PROPOSED PROPERTY LINE
 - PROPOSED SETBACK LINE
 - LEASE AREA LINE
 - STRENGTHENED STRENGTHEN
 - 3'-10" CONTOUR (60)
 - IMPERVIOUS SURFACES/BOUNDARIES TO BE REMOVED

GRAPHIC SCALE
 1" = 40'

Land Offer - York Water Dist.

Quick Map

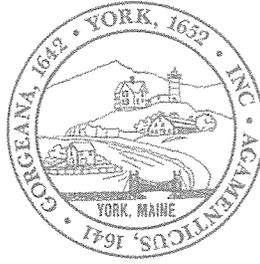


Legend

- Parcels



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.



REQUEST FOR ACTION BY BOARD OF SELECTMEN

DATE SUBMITTED: January 8, 2016	<input checked="" type="checkbox"/> ACTION
DATE ACTION REQUESTED: January 11, 2016	<input type="checkbox"/> DISCUSSION ONLY
SUBJECT: Pole Location Permit	

DISCUSSION OF OPTIONS AVAILABLE TO THE BOARD: The permit request has been reviewed by Director of Public Works Dean Lessard and an onsite inspection has been completed; Mr. Lessard recommend approval of the permit requested by Central Maine Power.

RECOMMENDATION: Approve the Pole Location Permit

PROPOSED MOTION: I move to approve the Pole Location Permit for 1 pole on Fall Mill Road, in a northerly direction, 60 feet from Pole #13.

FISCAL IMPACT: N/A

DEPARTMENT LINE ITEM ACCOUNT: N/A

BALANCE IN LINE ITEM IF APPROVED: N/A

PREPARED BY: _____

REVIEWED BY:  _____

Melissa M. Avery, Assistant to the Town Manager

Form 4503

Notification: 10300098208
Work Order: 801000063616

LOCATION PERMIT

Upon the Application of Center Maine Power Company and Northern New England Telephone Operations LLC ME , dated 10/13/2015 , asking for permission, in accordance with law, to construct and maintain poles, buried cables, conduits, and transformers, together with attached facilities and appurtenances over, under, along or across certain highways and public roads in the location described in said application, permission is hereby given to construct, reconstruct, maintain and relocate in substantially the same location, said facilities and appurtenances in the City / Town of York approximately located as follows:

- 1. Starting Point: 13
- 2. Road (State & CMP): Fall Mill Rd/CMP Falls Mills Rd
- 3. Direction: northerly
- 4. Distance: 60' feet
- 5. Number of Poles: 1

Facilities shall consist of wood poles and appurtenances with a minimum of wire and cable not less than 18 feet over the public highway and/or buried cables or conduit and appurtenances placed a minimum depth of 36 inches under pavement and 30 inches elsewhere, all in a manner conforming to the National Electric Safety Code.

By: _____

By: _____

By: _____

By: _____

By: _____

Municipal Officers

Office of the _____

Received and Recorded in Book _____, Page _____

Attest: _____

Clerk

Form 4501

Notification: 10300098208

Work Order: 801000063616

CENTRAL MAINE POWER COMPANY
APPLICATION FOR POLE LOCATION OR UNDERGROUND LOCATION

In the City/Town of: York, Maine

To the: City
 Town
 County of: York, Maine

- Central Maine Power hereby applies for permission to:
 - Construct and maintain poles together with attached facilities and appurtenances upon, along or across certain streets and highways in said City/Town as described below.
 - Construct and maintain buried cables, conduits, manholes and handholes, together with wire and cables, transformers, cutouts, and other equipment therein, under, along, and across certain streets and highways in said City/Town as described below.

Central Maine Power Company and Northern New England Telephone Operations LLC ME jointly apply for permission to construct and maintain poles together with attached facilities and appurtenances upon, along or across certain streets and highways in said City/Town as described below.

1. Starting Point: 13
2. Road (State & CMP): Fall Mill Rd/CMP Falls Mills Rd.
3. Direction: northerly
4. Distance: 60 feet
5. Number of Poles: 1

- Overhead wires shall have a minimum clearance of 18 feet over the public highway and be constructed to conform with the requirements of the National Electric Safety Code.
- Buried cable facilities shall be placed at a minimum depth of 36 inches under pavement and 30 inches elsewhere and be constructed to conform with the requirements of the National Electric Safety Code.

Any person, firm, or corporation to be adversely affected by this proposed location shall file a written objection with the State Department of Transportation, City, Town or County stating the cause of said objection within fourteen (14) days after the publication of this notice or ninety (90) days after installation of facilities without publication.

Public Notice of this application has been given by publishing the text of the same Not Published

In: _____
On: _____

CENTRAL MAINE POWER COMPANY

Northern New England Telephone Operations LLC ME

By: Elaine Titherington

Date: 10/13/2015

By: *[Signature]* Date: 11/10/2015

Melissa M. Avery

From: Dean Lessard
Sent: Friday, January 8, 2016 10:42 AM
To: Melissa M. Avery
Subject: RE: Pole Location Permit: Fall Mill Road

Hi Missy

I have reviewed the proposed new pole location on Fall Mill Road. DPW doesn't anticipate any issues with this location. DPW recommends approval.

Thank you
Dean

Dean A. Lessard, P.E. | *Director of Public Works*

Town of York, Maine

186 York Street | York, Maine 03909

Phone: (207) 363-1010, Ext. 6201

Fax: (207) 363-1012

E-Mail: dlessard@yorkmaine.org

Online: www.yorkmaine.org

Follow us!

Facebook: www.facebook.com/YorkMainePublicWorks

From: Melissa M. Avery
Sent: Thursday, January 07, 2016 10:23 AM
To: Dean Lessard <dlessard@yorkmaine.org>
Subject: FW: Pole Location Permit: Fall Mill Road

Hi Dean

Have you had a chance to review this pole permit? The property owners were hoping to get it on the Selectmen's agenda for Monday night

Missy

Melissa M. Avery

Assistant to the Town Manager

Town of York, Maine

186 York Street, York, ME 03909

Phone: (207) 363-1000 | Fax: (207) 363-1019

Please consider the environment before printing this email.

From: Melissa M. Avery
Sent: Wednesday, November 18, 2015 3:09 PM
To: 'Dean Lessard' <dlessard@yorkmaine.org>
Subject: Pole Location Permit: Fall Mill Road



TO: Board of Selectmen
FROM: Stephen H. Burns, Town Manager
DATE: January 8, 2016
RE: Upcoming Workshops



Looking ahead to the future, there are several topics that need to be discussed in workshops. Here are the topics, with a couple possible dates and times for each:

January – First Parish/Town Hall Campus Discussion

- Wednesday, January 20 @ 7:00PM
- Tuesday, January 26 @ 7:00PM (Community Room is available)

February – Green Enterprise Zone Discussion

- Monday, February 1 @ 7:00PM (Community Room is available)
- Wednesday, February 10 @ 7:00PM

March – Sewer Expansion Discussion

- Monday, March 7 @ 7:00PM (Community Room is available)
- Monday, March 14 @ 6:00PM (Before regular meeting; Community Room is available)

April – Town Facilities Tour

- Saturday, April 9 @ 9:00AM
- Saturday, April 23 @ 9:00AM