



Agenda
Select Board Meeting
Town of Damariscotta, Maine
January 4, 2023
5:30 PM

Join Zoom Meeting: <https://us02web.zoom.us/j/87878201039>
Meeting ID: 878 7820 1039 Passcode: Dama22

- I. Pledge of Allegiance**
- II. Call Select Board Meeting to Order**
- III. Minutes**
 1. December 21, 2022 Select Board Minutes
- IV. Financial Reports**
 1. Payroll Warrants #
 2. Accounts Payable Warrants #
- V. Citizen Comments and General Correspondence**
 1. CLC Adult and Community Education
- VI. Town Manager Items**
 1. Capital Project Updates
- VII. Official Action Items**
 1. FHA Grant Authorization
 2. Butter Up Cakes
 3. Set Public Hearing Date – Above & Beyond Cannabis LLC
- VIII. Select Board’s Discussion Items**
 1. Proposed TIF Amendment
- IX. Adjournment**



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 1. December 21, 2022 Select Board Minutes
- IV. Financial Reports**
 1. Payroll Warrants #
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- V. Citizen Comments and General Correspondence**
 1. CLC Adult and Community Education – see the included letter, which we received last week.
- VI. Town Manager Items**
 1. Capital Project Updates
 - i. Egypt/Belvedere Rd – work has begun on Egypt Rd. The contractor has been replacing culverts. Two culverts that were identified to be cleared and stabilized have been extended while another will have to be replaced. The culvert to be replaced is just south of Woods Lane and will require that we make contact with the adjacent property owner to correct their drainage system as it appears a discontinued culvert will only cause our outfall to pool water.
 - ii. Miles Street – final review of the original bid scope are being reviewed by the contractor and engineer. I expect the document to be ready any day to which the board can then vote to award the contract. Current estimates are between \$100,000-\$110,000 to bring the project all the way to Bristol Rd. We will continue to work with the partners involved to find an opportunity to consider this work so we do not have to go back to complete at a later date.
 - iii. Hodgdon Street – Our engineer reached out and received no response from one of the property owners looking to confirm the final design. We are moving forward with the assumption that the requested changes are final and plan to have this project out to bid in February.
 - iv. Church St – There has not been a lot of effort towards this project as of late while we focus on the previously mentioned projects. The engineers have provided us with an estimate of the construction costs for grant purposes and Andrew H can explain in more detail at the meeting.
- VII. Official Action Items**
 1. FHA Grant Authorization – see the included memo.

Recommended Motion: Authorize the town to be included in the federal grant opportunity presented to us by Maine Dept of Marine Resources staff.

(Motion _____ / Second _____) Vote ____ / ____ / _____

2. Butter Up Cakes – The business has submitted a liquor license renewal. Upon review of the application, there are two items they’ll need to clarify, which we expect will be available before the meeting.

Recommended Motion: Approve the renewal of the liquor license for Butter Up Cakes.

(Motion _____ / Second _____) Vote ____ / ____ / _____

3. Set Public Hearing Date – Above & Beyond Cannabis LLC has met and been approved through the Site Plan Review process. Their next step is to submit an application, which they have, and are now requiring a public hearing, per the ordinance.

Recommended Motion: To call for a public hearing at 5:30 PM on January 18, 2023 to consider an application submitted by Above & Beyond Cannabis LLC’s application for a Medical Marijuana Business to be located at 95 Biscay Rd.

(Motion _____ / Second _____) Vote ____ / ____ / _____

VIII. Select Board’s Discussion Items

1. Proposed TIF Amendment – Included in the packet you will find a memo with our recommendation to consider expanding the footprint of the TIF district. In addition to that, I have included a copy of the current TIF plan for your review and there will be a short presentation at the meeting from staff at Midcoast Council of Government to provide an overview of TIFs. We are looking for direction from the board to pursue the recommended changes.

IX. Adjournment



Town of Damariscotta
21 School Street
Damariscotta, Maine 04543
(P) 207-563-5168 (F) 207-563-6862

Andrew Dorr
Town Manager

Memo

To: Damariscotta Select Board
From: Andrew Dorr
Date: December 30, 2022
Re: FHA/MDMR Culvert Removal, Replacement, and Restoration Grant

The Maine Department of Marine Resources (MDMR), Bureau of Sea-run Fisheries and Habitat is hoping to apply for grant funding from the Bipartisan Infrastructure Law (BIL) National Culvert Removal, Replacement, and Restoration Grant Program from the Federal Highway Administration. This program funds culvert projects that improve or restore passage of anadromous fish species (fish that are born in fresh water and spend most of their lives in the marine environment [i.e., Atlantic salmon, alewives, rainbow smelt, etc.]) through the replacement, repair, or removal of culverts and weirs. This is a fantastic opportunity to reconnect native Maine fish to historic spawning habitats and to replace aging or severely undersized infrastructure that may pose problems (i.e., structure failure, flood risk, road closure) in the future. MDMR is hoping to complete a single proposal that includes crossings in several towns, however towns are eligible to apply on their own. This combined package of crossings may be a more competitive proposal and will take some of the burden of applying off of Towns. The grant program will allow the crossings to be designed and implemented over, at most, a 4-year timeframe.

MDMR has selected the Church St. culvert in the town of Damariscotta ([Maine Stream Habitat Viewer](#) #14145) as a potential project to include in our grant proposal if the town is interested and other criteria can be met. This culvert is undersized for the stream, and its replacement would allow rainbow smelt and other anadromous species to access important upstream habitat. The estimated cost for this project is \$981,000¹, including design and construction costs. While the majority (80%; \$784,000) will be covered by grant funds, 20% (\$197,000) is needed as non-federal match and would need to be provided by the town or another non-federal source. DMR is already searching for alternative forms of non-federal funding, but please let us know if the town is interested and if the town has any ability to provide any additional funding. With enough funding and approval from the town, DMR could include this project in our broader application for BIL funding.

¹ See Gartley and Dorsky estimates for the culvert replacement.

As with most grant programs, this opportunity has a fast-approaching deadline of **February 6th, 2023**. In order to complete the application, DMR will need to have some commitment from your town by **January 13th, 2023**.

Manager's Notes:

There is a variance between the engineer's projected project costs and the DMR's estimated cost. Below is a summary of the estimated project funding sources, including this grant proposal. The total construction estimate assumes the higher of the two costs presented.

Donations

\$75,000	Engineering/Design (not included in the deficit calculation)
\$234,000	Sidewalk Construction (School St to US 1B/Biscay)

Bond Proceeds

\$750,000	Estimated Remaining Bond Funds
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Possible Grant Funds

\$784,000	80% Federal Grant Funds
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Total Project Funds (Est): \$ 1,843,000

Total Construction Estimate: \$ 2,009,000

This will leave us with a deficit of \$ 241,000 to which we will look to utilize reserve fund monies, bond money, grant money, partnerships, donations, or taxation. As we continue to build the financial resources needed to complete the project, I feel we should certainly take advantage of this opportunity to be included in the MDMR's application to FHA for the culvert replacement.

Recommended Motion: Authorize the town to be included in the federal grant opportunity presented to us by Maine Dept of Marine Resources staff.

Gartley & Dorsky
Engineering & Surveying

December 16, 2022

Project # 2021-0021

**RE: Town of Damariscotta – Church Street
Estimated Cost for Church Street Improvements**

Castner Brook Crossing

The existing culvert carrying Castner Brook under Church Street is in need of replacement. This cost estimate does not include the sidewalk for this section of Church Street. The cost estimate below was provided by Acadia Civil Works Plan ‘B’ construction cost estimate for the culver crossing. This option reduces costs by proposing a 70-foot-long box culvert instead of the 7-foot-tall headwalls in Plan ‘A’. Below is an estimated cost for constructing these improvements:

Site Preparation, Excavation & Traffic Control	\$ 21,500.00
Site Work (Backfill, Underdrain & Grading)	\$ 55,425.00
Asphalt & Guardrail (Road Surfacing & Bridge Rail)	\$ 28,375.00
Riprap, Dewatering, Erosion Control, Loam & Seed	\$ 126,250.00
Box Culvert & Headwall (Crane Installation)	\$ 284,400.00
Sewer Line	\$ 42,500.00
<u>Pavement Removal</u>	<u>\$ 8,050.00</u>
Total Estimated Construction Cost	\$ 566,500.00
Mobilization (±2%)	\$ 10,000.00
Contingency (±20%)	\$ 115,500.00
Castner Brook Estimated Construction Cost	\$ 692,000.00
 Total Project	
Sidewalk Estimated Construction Cost	\$ 750,000.00
Box Cut Estimated Construction Cost	\$ 278,000.00
<u>Castner Brook Estimated Construction Cost</u>	<u>\$ 692,000.00</u>
Total Estimated Construction Cost	\$ 1,720,000.00

We have included a 20% contingency to accommodate for unexpected complications in each cost estimate. These estimates are for planning purposes only. This probable construction cost letter is based on our best judgment as experienced and qualified professionals familiar with the construction industry. However, because we cannot control the cost of the labor, material, equipment, or services furnished, we cannot guarantee the actual construction cost will not vary from our estimate.

4. Indicate the type of license applying for: (choose only one)

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input type="checkbox"/> Hotel
(Class I, II, III, IV) | <input type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)
(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary | <input type="checkbox"/> Mobile Cart |
| <input type="checkbox"/> Tavern
(Class IV) | <input type="checkbox"/> Other: _____ | |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) | |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

77 MAIN ST. DAMARISCOTTA ME 04543

6. Is the licensee/applicant(s) citizens of the United States? Yes No

7. Is the licensee/applicant(s) a resident of the State of Maine? Yes No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

Yes No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

Yes No

Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

Yes No

If yes, please provide details: _____

11. Do you own or have any interest in any another Maine Liquor License? Yes No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
Patrick Wayne Brady	03/21/1978	Boston Harbor Michigan
Residence address on all the above for previous 5 years		
Name: Patrick Brady	Address: 271 Patricktown Rd.	
Name	Address: Somerville Me 04348	
Name	Address:	
Name	Address:	

13. Will any law enforcement officer directly benefit financially from this license, if issued?

Yes No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? Yes No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

16. Has the licensee/applicant(s) formerly held a Maine liquor license? Yes No

17. Does the licensee/applicant(s) own the premises? Yes No

If No, please provide the name and address of the owner:

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: _____

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

Four walls Serving mainly Food and Bakery Items
while having gluten free beer and Cider
Retail Space is approx 1400 SQ FT

20. What is the distance from the premises to the **nearest** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: Lincoln Academy

Distance: 0.6 miles

Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 12/6/22

Patrick Brady
Signature of Duly Authorized Person

Signature of Duly Authorized Person

Patrick Brady
Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? Municipal Officers of _____

County Commissioners of _____ County

- Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

This Application will Expire 60 Days from the date of Municipal or County Approval unless submitted to the Bureau

Included below is the section of Maine’s liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

Section V: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

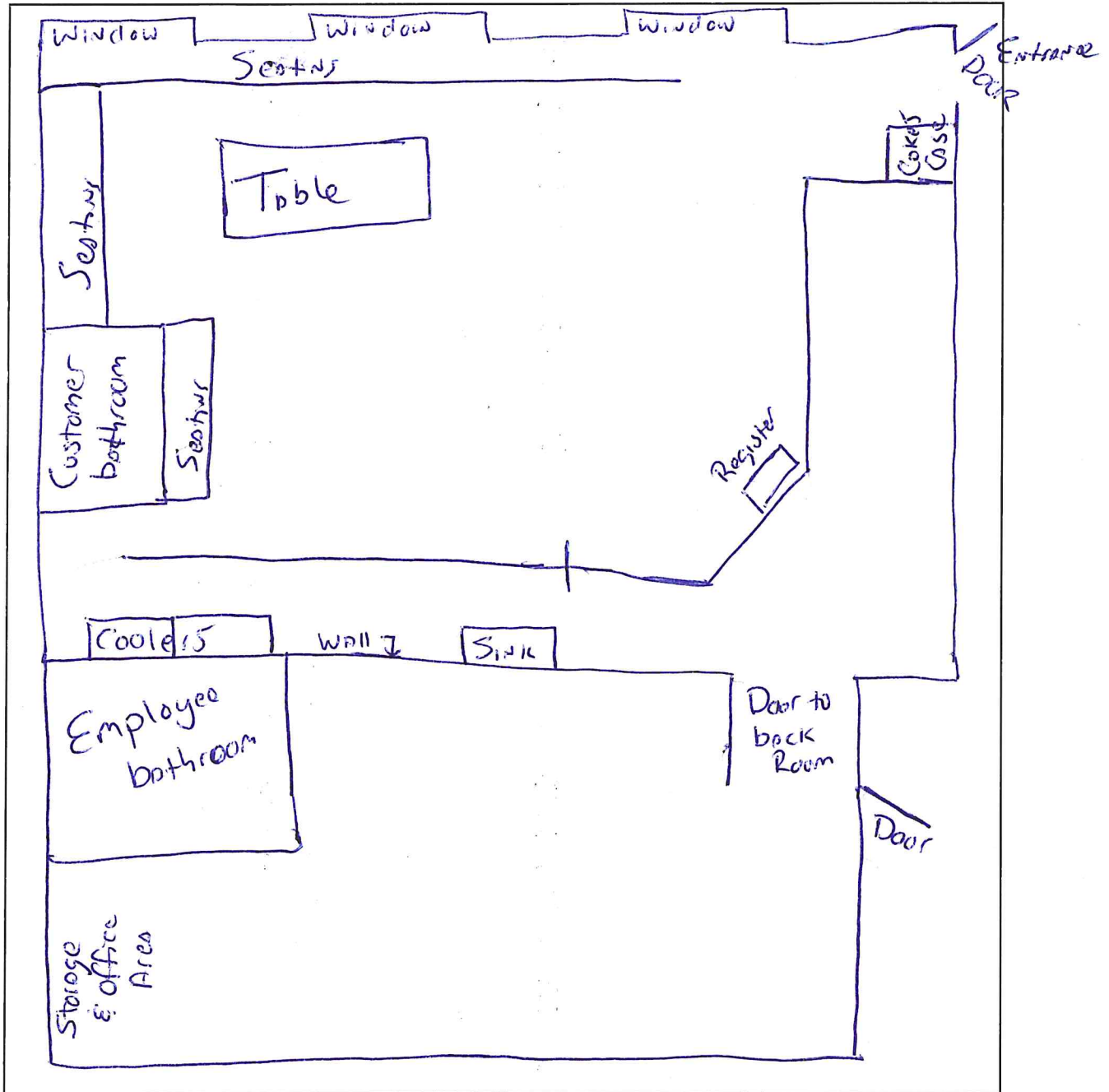
Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

Class of License	Type of liquor/Establishments included	Fee
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
Class III	For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class IV	For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class III and IV	For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
Class V	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges.	\$ 495.00
Class X	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge	\$2,200.00
Class XI	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge	\$1,500.00

Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.



Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: Patrick Wayne Brady
2. Doing Business As, if any: ButterUPCakes Sole Proprietary
3. Date of filing with Secretary of State: Not Registered State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Patrick Brady	271 Patricktown Rd Somerville Me 04348	03-21- 1978	owner	100%

(Ownership in non-publicly traded companies must add up to 100%.)

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

TELEPHONE: (207) 624-7220

FAX: (207) 287-3434

EMAIL INQUIRIES: maineliquor@maine.gov

Thank you for your interested in becoming a licensed establishment to sell and serve alcoholic beverages in Maine. To avoid any delay in the processing of your application and the subsequent issuance of your liquor license, please use the following checklist to assist you in completing the application. If you are renewing your license, this checklist is useful as well.

- Your application has been completed in its entirety and is legible. For a renewal, please submit your application 30 days prior to the expiration date of your liquor license.
- Your application is signed and dated by a duly authorized person.
- The application is signed and approved by the Town or City Municipal Officers or County Commissioners.
- The license fee submitted is for the correct fee for the license class for which you are applying and includes the \$10.00 filing fee.
 - The check must be made payable to "Treasurer, State of Maine"; both the license and filing fees can be submitted on one check.
 - If the licensee/applicant(s) is in an unorganized township, the application must be approved by the County Commissioners and the \$10.00 filing fee must be paid to them. Please be sure to include a copy of the receipt of payment with your application.
- For a renewal, the dollar amount of your gross income for food, liquor and guest rooms, if applicable must be completed – see Section I.1
- A diagram of the facility to be licensed must accompany all applications whether for a new license or the renewal of an existing license
- If you are a registered business entity with the Maine Secretary of State's office like a corporation or a limited liability company, you must complete Section VII of the application. This does not need to be completed if you are a sole proprietor.
- Have you applied for other required licensing from other state and federal agencies? See attached list.

Important – all applications whether for a new license or to renew an existing license for an on-premises liquor licenses must contact their Municipal Officials or the County Commissioners in unincorporated places to have their application approved and signed prior to submitting it to the Bureau for further consideration.

The address to send your completed application to:

1. Mailing address:
 - Bureau of Alcoholic Beverages and Lottery Operations
 - Division of Liquor Licensing and Enforcement
 - 8 State House Station
 - Augusta, ME 04333-0008
2. Courier/overnight address:
 - Bureau of Alcoholic Beverages and Lottery Operations
 - Division of Liquor Licensing and Enforcement
 - 19 Union Street, Suite 301-B
 - Augusta, ME 04330

The following licenses/permits may be required prior to be licensing as an on-premises licensee with the Bureau

Obtained ✓	License/Permit	State/Federal Agency to Contact	Telephone Number	Physical Location
	Seller Certificate or Sales Tax Number	Maine Revenue Services www.maine.gov/revenue	(207) 624-9693	51 Commerce Dr, Augusta
	Health License	Health and Human Services www.maine.gov/dhhs	(207) 287-5671	286 Water St, 3 rd floor, Augusta
	Victualer's License	Municipality where premise is located.	Contact your town office or county office	Contact your town office or county office
	Shellfish License	Marine Recourses www.maine.gov/dmr	(207) 624-6550	<ul style="list-style-type: none"> • 32 Blossom Lane, Augusta • 194 McKown Point Rd, West Boothbay Harbor • Lamoine State Park, Lamoine • 650 State St, Bangor • 317 Whitneyville Rd, Jonesboro
	Dance or Entertainment License	Fire Marshall's Office www.maine.gov/dps/fmo	(207) 626-3882	45 Commerce Drive, Suite 1, Augusta
	Federal I.D. Number	www.irs.gov	(800) 829-4933	
	Legal business names for corporations and limited liability companies and "Doing Business As" Names (assumed names)	Secretary of State, Bureau of Corporations, Elections and Commissions www.maine.gov/sos/cec	(207) 624-7752	111 Sewall St, 3 rd Fl, Augusta
	Retail Beverage Alcohol Dealers Permit	Alcohol and Tobacco Tax and Trade Bureau (TTB) https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers	(877) 882-3277	

Damariscotta Police Department
Chief Jason Warlick



21 School Street
Damariscotta, Maine 04543
(207)563-1909 (207) 563-3200 fax (207) 563-8986
email: jwarlick@damariscottame.com

TOGETHER WE MAKE A DIFFERENCE

December 2, 2022

Board of Selectman
Town of Damariscotta
21 School Street
Damariscotta, Maine 04543

Re: Butter Up Cakes

To the Board of Selectman:

As requested, I had my staff research our records for any police complaints or contacts involving Butter Up Cakes (formerly Two Fish Boutique) located at 77 Main St. In a period of one year this department has responded to that location as follows (See Attached Information):

- 1 fire alarm

To our knowledge, none of these calls involved the serving of alcohol at 77 Main St.

Please do not hesitate to contact me if you have further concerns or questions regarding this information.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason", written over a horizontal line.

Chief Jason Warlick
Damariscotta Police Department

Lincoln County Sheriff's Office

Site Analysis

12/01/2021 to 12/02/2022 (0000 - 2359 only)

Jurisdiction: Damariscotta (200)

Site(s): 396

BUTTER UP CAKES

Reason

FIRE ALARM

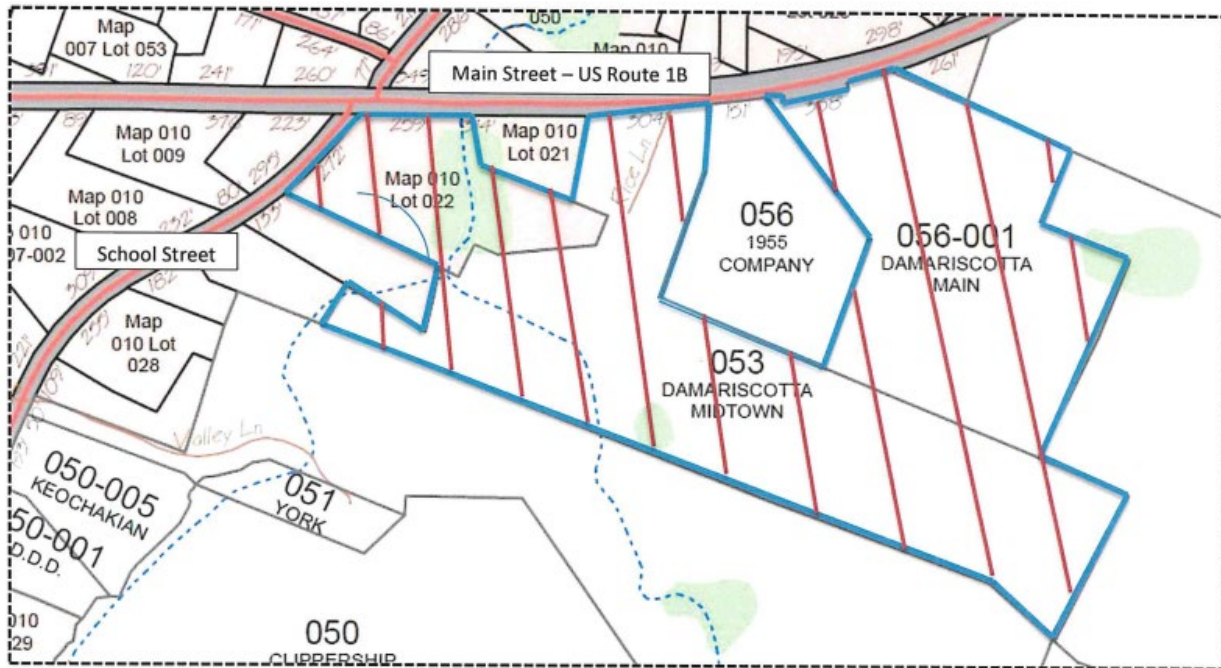
	<u>Calls</u>	<u>Unfounded</u>	<u>Incidents</u>	<u>Accidents</u>	<u>Arrests</u>	<u>Interviews</u>	<u>EMS</u>	<u>Fire</u>
Sub Total >	1	0	0	0	0	0	0	0
Totals >	1	0	0	0	0	0	0	0

TO: Selectboard
FROM: Andrew Dorr, Town Manager
Isabelle Oechsle, Town Planner
RE: Discussion of Possible TIF Amendments

Background

During a Special Town Meeting on February 19, 2020, voters approved the designation of a Main Street Tax Increment Financing District and associated Development Program. The adopted TIF captured 100% of the increased value over the 30-year life of the TIF (which would end in FY2049) and sheltered those funds to be used for identified Town priorities. Specifically, the sheltered revenue was to be spent on costs associated with the construction of infrastructure improvements (sidewalks, curbing, street and pedestrian lights, and bike trails) within the TIF district and along upper Main Street. Additionally, the Development Program put aside 10% of the cost of a new Pumper Truck for the Fire Department.

The TIF District currently comprises 33.31 acres of land adjacent to Main Street and is made up of two parcels of land (identified on the Assessor’s records as Tax Map 10 Lot 22 (now merged with Tax Map 1 Lot 53), Tax Map 1 Lot 53, and Tax Map 1 Lot 56-1).

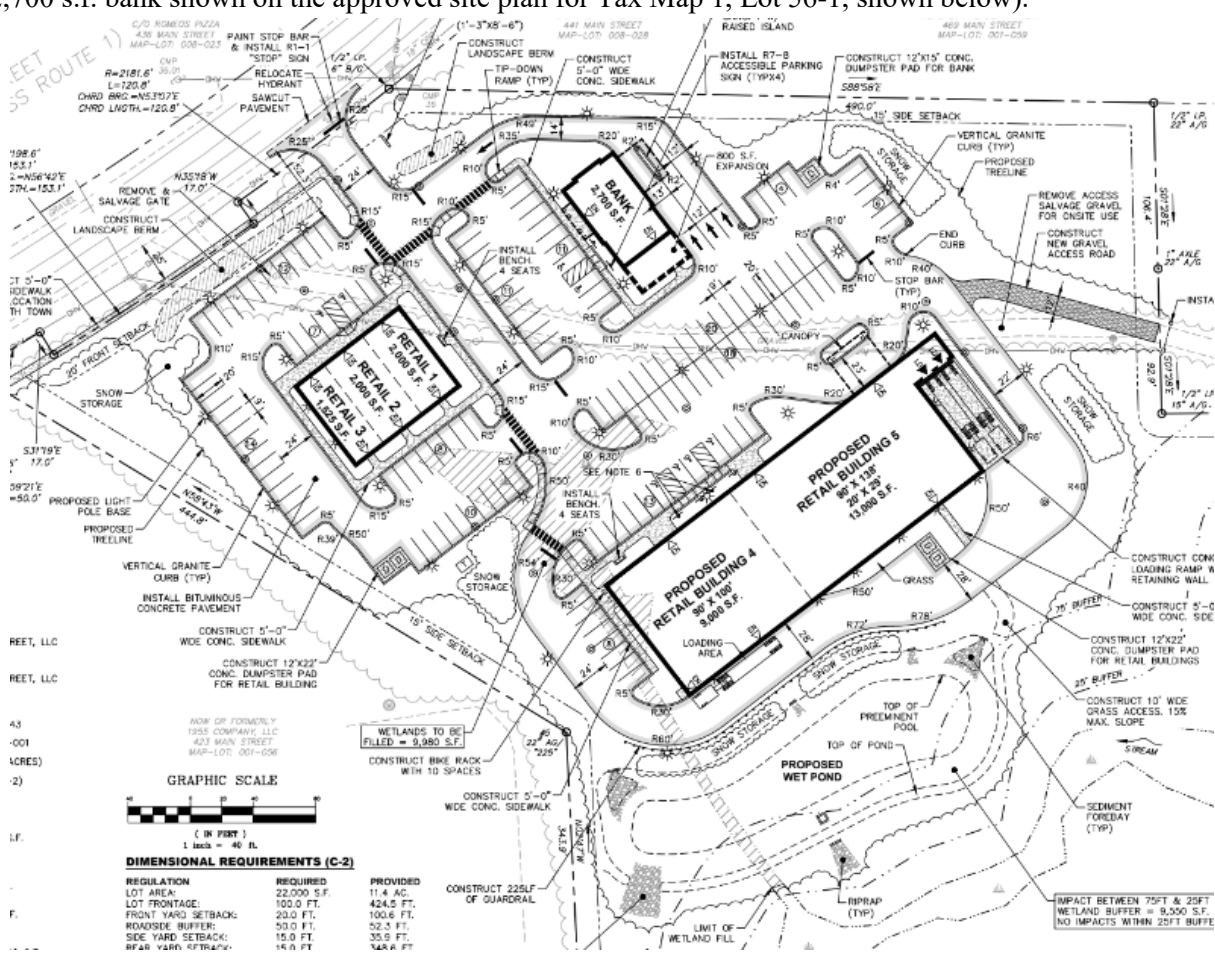


Existing TIF District

The Original Assessed Value of the TIF District was shown on the Assessor’s Certificate as \$818,000 (as of March 31, 2019). During the operational period of the TIF, it was projected that the TIF would generate \$1,135,050 in revenue for the Town. By FY2023 (the fourth year of the TIF), it was projected that the TIF would have an assessed valuation of \$3,318,000 and would have already generated \$88,550 in cumulative revenue (or \$40,250 in revenue for FY2023 alone). However, the revenue generated for the TIF by payment of FY2023 tax bills will only be \$12,062.93 (see breakdown below).

Fiscal Year	Assessed Value			TOTAL Assessed Value	Captured Assessed Value (Actual Assessed Value minus OAV)	Tax Rate	Revenue to TIF	Projected Assessed Value	Difference in Projected Assessed Value	Projected TIF Revenue	Difference in Projected TIF Revenue
	Map 10, Lot 22	Map 1, Lot 53	Map 1, Lot 56-1								
FY2019 (OAV)	\$173,300	\$405,000	\$228,000	\$806,300	-	-	-	\$818,000	-\$11,700		
FY2020	\$173,300	\$405,000	\$228,000	\$806,300	-\$11,700	\$16.10	\$0.00	\$818,000	-\$11,700	-	-
FY2021	\$173,300	\$405,000	\$964,200	\$1,542,500	\$724,500	\$16.00	\$11,592.00	\$1,818,000	-\$275,500	\$16,100	-\$4,508.00
FY2022	\$173,300	\$405,000	\$964,200	\$1,542,500	\$724,500	\$15.90	\$11,519.55	\$2,818,000	-\$1,275,500	\$32,200	-\$20,680.45
FY2023	\$173,300	\$405,000	\$964,200	\$1,542,500	\$724,500	\$16.65	\$12,062.93	\$3,318,000	-\$1,775,500	\$40,250	-\$28,187.08

It should be noted that, thus far, only one building within the existing TIF District has been built out (the 2,700 s.f. bank shown on the approved site plan for Tax Map 1, Lot 56-1, shown below).



The remaining retail spaces on Tax Map 1, Lot 56-1 are being marketed as “build-to-suit” retail spaces, meaning that the developer is waiting for clients to sign on to the spaces before spending money on building them out.

there is a recognition that increased development along the eastern side of School Street and along upper Main Street could have an impact on these properties streets (specifically, in that pedestrians attempting to get to the newly developed parcels may wish to walk High Street and School Street). This amendment would also satisfy priorities identified by the community in the 2015 Newcastle-Damariscotta Bicycle and Pedestrian Plan¹ to create a Bristol Road - High Street - School Street sidewalk loop, and would bring in additional revenue to accomplish the Main Street/Route 1B sidewalk extension towards the Great Salt Bay School.

In addition, the existing TIF District does not allow for Credit Enhancement Agreements (CEAs). A CEA is a financial mechanism that may be used within a TIF district to compensate a developer or business either fully or partially for approved development project costs using TIF funds. CEAs are used as a business attraction tool (a way to bring business to a community specifically). The CEA is a contract between the municipality and developer or business to assist the development project by using some or all the incremental tax revenues generated by the new investment to pay certain authorized project costs with payments made directly to the developer or business. While staff is recommending *allowing* for Credit Enhancement Agreements within the TIF Development Program, this does not mean that every project within the TIF District will automatically be given a CEA. CEAs still need to be negotiated, voted on by the Town, and approved by the State's Department of Economic and Community Development. CEAs are typically reserved for businesses that will be creating or retaining a significant number of jobs in the community or that will be improving a blighted area by their investment.

Recommendation

Town staff is requesting that the Selectboard review the above recommendations during their meeting on January 4th and provide staff with guidance on whether or not to pursue the amendments as presented. If staff is given guidance to proceed, we will engage with the Town's legal counsel to draft amendments to the TIF district, work to schedule a public hearing and Special Town Meeting thereon, with an anticipated submission date to DECD in the Spring of 2023. We have invited Mathew Eddy from Midcoast Council of Governments to attend this meeting, and the three of us will be available to answer any questions that you may have.

¹ Available on the Town's website at this link:
https://www.damariscottame.com/sites/g/files/vyhlf4311f/uploads/2015_newcastle-dama_bicycle-pedestrian_plan.pdf

APPLICATION COVER SHEET

MUNICIPAL TAX INCREMENT FINANCING
--

A. General Information

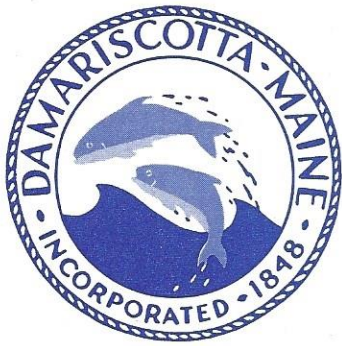
1. Municipality Name: Town of Damariscotta		
2. Address: 21 School Street, Damariscotta, ME 04543		
3. Telephone: 207-563-5168	4. Fax: 207-563-6862	5. Email: townmanager@damariscottame.com
6. Municipal Contact Person: Matt Lutkus, Town Manager		
7. Business Name: Damariscotta Maine Street, LLC is the first developer of the parcels. No incentives are being given to businesses or developers. This is a public infrastructure project.		
8. Address: 100 Silver Street, Portland ME 04101		
9. Telephone: 207-841-2702	10. Fax:	11. Email: dan.catlin@commercialpropertiesinc.com
12. Business Contact Person: Daniel Catlin		
13. Principal Place of Business: Coastal Maine		
14. Company Structure (e.g. corporation, sub-chapter S, etc.): Limited Liability Company		
15. Place of Incorporation: Maine		
16. Names of Officers: Daniel M. Catlin		
17. Principal Owner(s) Name: Daniel M. Catlin		
18. Address: 91 Clark Shore Rd. Harpswell, ME 04079		

B. Disclosure

1. Check the public purpose that will be met by the business using this incentive (any that apply):		
job creation	job retention	capital investment
training investment	tax base improvement	public facilities improvement
other (list): NA – Business not receiving incentive		
2. Check the specific items for which TIF revenues will be used (any that apply):		
real estate purchase	machinery & equipment purchase	training costs
debt reduction	Other: Construction of sidewalk/bikeway/lighting/curbing on development corridor (e.g. specifically denoted public infrastructure improvements related to and made necessary by increased commercial development within TIF District designated herein.)	

C. Employment Data

List the company's goals for the number, type and wage levels of jobs to be created or retained as part of this TIF development project. Not applicable.



Town of Damariscotta

*Administrative Offices
21 School Street
Damariscotta, ME 04543
Telephone – 207-563-5168
Fax – 207-563-6862*

*Office Hours
9 am - 5 pm
except
Wed. – 1 pm - 6 pm*

February 26, 2020

Heather Johnson, Commissioner
Department of Economic and Community Development
59 State House Station
Augusta, ME 04333-0059

RE: Main Street Damariscotta Municipal Development and Tax Increment
Financing Development Program

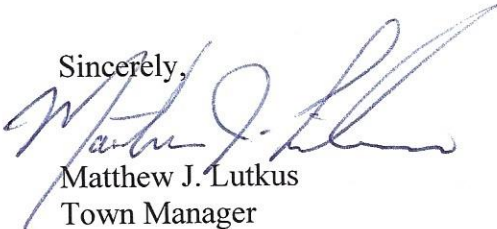
Dear Commissioner Johnson:

In accordance with Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, I am pleased to submit the enclosed application for the Main Street Damariscotta Municipal Development and Tax Increment Financing Development Program. The application was prepared with the assistance of the Law Office of Amanda A. Meader. The record of municipal approval is included within the appendix of the application.

Further, this letter is to certify that all information contained in this application is true and correct to the best of my knowledge.

Thank you for your consideration of this application. We look forward to hearing the results the Department's review.

Sincerely,



Matthew J. Lutkus
Town Manager

Enclosure

ECONOMIC DEVELOPMENT PROJECT

TOWN OF DAMARISCOTTA, MAINE

An Application for a Municipal Development and Tax Increment Financing District

**MAIN STREET DAMARISCOTTA MUNICIPAL DEVELOPMENT AND
TAX INCREMENT FINANCING DEVELOPMENT PROGRAM**

Presented to:

The Inhabitants of the Town of Damariscotta

February 19, 2020

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EXHIBIT LIST

- | | |
|--------------------|---|
| Exhibit A-1 | Town of Damariscotta Property Map Showing District Property Relative to Town Boundaries |
| Exhibit A-2 | Town of Damariscotta Property Map Showing District Property |
| Exhibit B | Assessor's Certificate – Town of Damariscotta |
| Exhibit C-1 | Anticipated TIF Revenues Generated by District |
| Exhibit C-2 | Tax Shelter Benefits and Tax Shifts |
| Exhibit D | Notice of and Minutes for Public Hearing |
| Exhibit E | Executed Select Board Resolution |
| Exhibit F | Record and Warrant from Town Meeting |

I. Introduction

The Town of Damariscotta, Maine (the “Town”) is a thriving community in Lincoln County with over 2,200 residents. Situated on the Damariscotta River and graced with a quaint downtown, Damariscotta is a popular tourist destination served by U.S. Route 1 and Maine Routes 129 and 215. Although Damariscotta’s residential population has remained relatively stable in the past decade, businesses continue to locate in Town, especially along the upper Main Street corridor. Currently, approximately twenty two percent (22.41) of the tax base comes from businesses.

The primary purpose of this project will be to support Damariscotta’s existing businesses and encourage the development of new businesses by providing safe pedestrian and bicycle access to retail and office uses in and around the Town’s Main Street. This is a public safety project necessitated by the development of the proposed district as a major retail, restaurant and office center. By creating a TIF District on the very parcels that will experience significant benefit from the sidewalks, the Town will obtain at least partial funding for the construction of these pedestrian access ways. This public infrastructure project will increase the prospects of further economic development potential of the upper Main Street corridor.

The Town’s long term plan is to have the new Main Street sidewalk (and bike paths) connect to: (1) a sidewalk that currently ends at the Rising Tide Market, (2) the sidewalk that the developer is required to build at 435 Main, (3) a sidewalk that has already been funded but not yet constructed at the corner of Biscay Road and Main Street, and (4) the sidewalk that was constructed by the Coastal Rivers Conservation Trust adjacent to Great Salt Bay Community School. In addition to sidewalks and bike paths, at least one traffic signal upgrade will be necessary for a crosswalk. If development in the TIF District is successful in future years, the Town will use TIF Revenues for pro-rated funding of a sidewalk snowplow and a firetruck to support needs created by the District’s success.

To bring these plans to fruition, the Town seeks to designate and create the “**Main Street Damariscotta Municipal Development and Tax Increment Financing District**” (the “District”). The District will encompass 33.31 acres on three adjacent parcels located on Main Street (the “Property”). The District is further described in Section II below and shown on Exhibit A-1 and Exhibit A-2 attached hereto. The Town will capture 100% of the increased assessed real and taxable personal property value located in the District and use such revenues (the “TIF Revenues”) for infrastructure improvements and economic development, all as further described in Table 1 and Table 2 herein.

In designating the proposed District and adopting the Development Program, the Town can accomplish the following goals:

1. Enjoy enhanced future tax revenues generated by development within the District;
2. Help finance the cost of infrastructure improvements that will enable the

construction of sidewalks, and bike paths. that could serve a technology or business park;

3. Purchase public works and public safety equipment to support the increased demands of the District;

4. Create long-term, stable employment opportunities for area residents by enhancing access to local businesses, thereby supporting the long-term success of local employers; and

5. Enhance the visibility and competitiveness and improve the general economy of the Town, the Mid-Coast Maine region and the State of Maine.

In addition, by creating a TIF district, the Town will “shelter” the increase in municipal valuation generated by growth within the District. The tax shelter provided by the District will mitigate the adverse effect that the District’s increased assessed property value would have on the Town’s share of state aid to education, municipal revenue sharing and county tax assessment, and the Town’s relative share of the local school district contributions. An estimate of the tax shelter benefit is shown as **Exhibit C-2** attached hereto.

II. Development Program Narrative

A. The Project – Public Infrastructure Improvements

A Portland, Maine based developer, Daniel Catlin, CEO of Commercial Properties, Inc., plans to construct three commercial buildings on an 11.3-acre parcel located at 435 Main Street (known locally at the Camden Bank Plaza). More specifically, his plan calls for the construction of three commercial buildings: a 22,000-square-foot building for two retail spaces, a 5,525-square-foot building with three commercial spaces, and a 2,700-square-foot bank with a drive-thru.¹ Two additional parcels owned by Damariscotta Midtown LLC (Mason Sears), are contiguous with the Camden Plaza parcel and will add an additional 22.01 acres to the TIF District.

With TIF Revenues generated by these growing developments, the Town will construct much needed sidewalks in the heart of the commercial district. Over three-quarters of a mile (4,200 linear feet) of sidewalk will be built on Main Street, from the current sidewalk terminus in front of a popular local community market, to the intersection of Biscay Road. An additional one-third of a mile (1650 linear feet) of sidewalk will run from the corner of Biscay Road to an existing sidewalk at the Great Salt Bay School, a K-8 school that serves children from Damariscotta, Newcastle and Bremen

Building over a mile of sidewalks to Damariscotta’s growing commercial center will increase patronage of local businesses and create new business opportunities. In turn, new

¹ The Town lacks sufficient information to offer a projected new investment dollar amount expected to be made by Commercial Properties, Inc.

business development will generate new jobs, thereby improving the Town's tax base and allowing the Town to control the commercial development in this classic New England town.

The Town proposes to fund public infrastructure improvements with TIF revenues; these improvements will enhance accessibility to the Downtown. The only public infrastructure improvements will be for sidewalks, bike trails, and related curbing and lighting (including a traffic light). TIF funds will not be used for roads or buildings.

Please see Section IV, Table I hereof for a complete list of Town-wide projects and their respective cost estimates.

B. Strategic Growth and Development

By creating and designating the District, the Town is maximizing the economic development potential of the 435 Main Street/Camden Bank Plaza development and the adjacent Damariscotta Midtown LLC properties. The Town envisions the area as a commercially vibrant district with thriving businesses that bring an increased tax base and quality job opportunities to Damariscotta. The Plaza represents a thoughtful opportunity for smart cluster development located adjacent to a major transportation artery. The Plaza holds clear potential for further economic development.

The Town's designation of a TIF district and pursuit of this Development Program constitute a good and valid public purpose as described in the TIF statute in Chapter 206 of Title 30-A because it represents a substantial contribution to the economic well-being of both the Town and the Coastal Maine Region by providing jobs, contributing to property taxes and diversifying the region's economic base.

C. The Development District

The District will encompass approximately 33.31 acres of real property. The District is shown in Exhibit A-1 and Exhibit A-2 attached hereto.

D. The Development Program

The Town's designation of the District and adoption of this Development Program creates a single municipal TIF District in order to capture the value of the real and taxable personal property improvements made within the District and to permit tax increment financing for public infrastructure projects. The Development Program will begin with the Town's 2020-2021 fiscal year and will continue for a total of 30 years.

Under this Development Program, the Town will capture one hundred percent (100%) of the increased assessed real and taxable personal property value over the original assessed real and taxable personal property value of the District and retain the tax revenues generated by the captured

assessed real and taxable personal property value for designated economic development purposes. (The calculation of TIF Revenues is more specifically described below in Section IV – Financial Plan.) In the Assessor’s Certificate attached as **Exhibit B** hereto, the Town’s Assessor has certified the original assessed property value of the District.

By adopting this Development Program, the Town is creating a TIF district that will: (1) contribute to the success of the current development within the District by supporting infrastructure improvements and increasing the development potential of the Plaza as a desirable place in which to locate a business; (2) promote additional economic development in Damariscotta by making it safe for pedestrians to shop, eat, bank and more along Main Street; and (3) shelter the new municipal real and taxable personal property value from impacting the overall State valuation for the Town of Damariscotta, thereby minimizing: (a) decreases in the Town’s State school subsidy and State revenue sharing, and (b) increases in the Town’s county tax assessments and local school district contributions.

Further, approval of this Development Program and the designation of the District will have a neutral impact on the existing tax base; only the increased assessed real and taxable personal property value over the original assessed property value within the District will be captured. In addition, at the end of the 30-year term of this Development Program, the Town expects to emerge with a substantial amount of new real and taxable personal property value to add to its municipal tax base.

This Development Program is structured and proposed pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended (the “TIF Statute”). Subsequent to a Town Meeting vote designating the District and adopting this Development Program, the designation of the District and adoption of this Development Program are effective upon approval by the DECD.

E. Improvements to the Public Infrastructure

Sidewalks, bike paths and lighting (pedestrian and street) along Main Street.

F. Operational Components

1. Public Facilities

Sidewalks, bike paths and lighting (pedestrian and street) along Main Street.

2. Commercial Improvements Financed Through Development Program

Not applicable.

3. Relocation of Displaced Persons

Not applicable.

4. Transportation Improvements

Modification of traffic signal at Biscay and Main to provide for pedestrian walk lights on at least two sides of the four-way intersection. No

5. Environmental Controls

The improvements made under the proposed Development Program will meet or exceed all federal and state environmental regulations and will comply with all applicable land use requirements for the Town of Damariscotta.

6. Plan of Operation

During the 30 year term of the District, the Damariscotta Town Manager and Town administrative staff will be responsible for administrative matters within the purview of the Town concerning the implementation and operation of the District and carrying out of the approved projects with the assistance of qualified professionals (e.g. engineers, contractors, legal counsel).

7. Duration of the Program

The TIF will remain in operation for 30 years, from July 1, 2020 through June 30, 2050.

III. Physical Description

(1) Total acreage of the Town of Damariscotta:	9,414.4 acres
(2) Total acreage of the District:	33.31 acres
(3) Percentage of total acreage of the District to the total acreage of the Town of Damariscotta (cannot exceed 2%):	0.35
(4) Total acreage of <u>all</u> tax increment financing districts within the Town of Damariscotta including all proposed districts:	Existing: 0 Proposed: 33.31 Total: 33.31 acres
(5) Percentage of total acreage of all existing and proposed development districts within the Town of Damariscotta to the total acreage of the Town of Damariscotta (cannot exceed 5%):	0.35

<p>(6) At least twenty-five percent (25%), by area, of the real property within the District is:</p> <p>(a) Blighted:</p> <p>(b) In Need of Rehabilitation, Redevelopment, or Conservation Work:</p> <p>(c) Suitable for Commercial Uses:</p>	<p>No</p> <p>No</p> <p>Yes</p>
<p>(7) Municipal documents relating to the District’s physical description attached as Exhibits:</p> <p>(a) Town of Damariscotta property map showing the District relative to Town boundaries. <u>Exhibit A-1</u></p> <p>(b) Town of Damariscotta property map showing the District property. <u>Exhibit A-2</u></p> <p>(c) Certification by the Town of Damariscotta Assessor of the original assessed property value of the District. <u>Exhibit B.</u></p>	

IV. Financial Plan

The District will encompass approximately 33.31 acres of property. The original assessed value of the property in the District was \$818,000 as of March 31, 2019. Development of the 435 Main Street project will add an estimated increase in valuation of \$2.5 million within the next two to three years, as the property is developed, and would generate an additional \$40,250 in annual tax revenue for the Town. Additionally, it is hoped and presumed that additional businesses will locate in the Plaza and the adjacent property in the District thus providing additional TIF Revenues for the Town.

Upon each payment of property taxes by property owners inside the District, the Town will deposit into a Development Program Fund the entirety of the property tax payments constituting TIF Revenues (the “Development Program Fund”). The Development Program Fund is pledged to and charged with the payment of the project costs in the manner provided in 30-A M.R.S.A. § 5227(3). The Development Program Fund consists of two segregated accounts, a sinking fund account (“Sinking Fund Account”) and a project cost account (the “Project Cost Account”). The Town will deposit the TIF Revenues necessary to pay debt service on any bonds that may be issued to pay for the Town’s TIF projects into the Sinking Fund Account.

The money in this account is pledged to and charged with the payment of interest and principal on municipal indebtedness related to improvements in the District. Thereafter, the Town will deposit any additional TIF Revenues the Project Cost Account to be used for approved municipal projects outlined in this Development Program and not financed with Town indebtedness.

Estimates of the increased assessed property values of the District, the anticipated TIF Revenues generated by the District, and the estimated tax shifts are shown in **Exhibit C-1** and **Exhibit C-2**, respectively.

A. Costs and Sources of Revenue

The estimated cost of the projects to be funded through TIF Revenues includes a portion of the \$2,341,800 needed for the Town infrastructure projects, primarily sidewalk construction. If sufficient TIF Revenues are generated over the life of the TIF, the Town will purchase a sidewalk snowplow and fire truck to serve the needs created by the District, with the use of TIF Revenues appropriately prorated. The revenue for these projects will be TIF Revenues, as set forth more specifically in Exhibit C-1. Owners of properties located within the District will pay for and/or finance all private improvements located in the District through private sources.

B. Public Indebtedness

The Town intends to obtain bond financing in the amount of \$500,000, with principal and interest to be paid in equal installments over twenty years.

TABLE 1

Town's Proposed Project Costs

Project	Cost Estimate	Title 30-A Citation
1. <u>Professional Costs</u> : Professional service costs, including but not limited to legal and/or consultant services, in connection with establishment, implementation and administration of the Development Program.	\$40,000	§ 5225(1)(A)(4)
2. <u>Administrative Costs</u> : Town Manager salary costs (at 5% of \$111,600 salary and benefits annually) associated with TIF program administration.	\$5,580 Estimated total: \$167,400 ²	§ 5225(1)(A)(5)

² This number may increase due to increases in the town manager salary and benefits over time.

<p>3. <u>Public Infrastructure (Sidewalks and Bike Trails)</u>: Costs associated with the construction of infrastructure improvements and upgrades exclusively sidewalks, curbing, lights, and bike trails. No other public infrastructure improvements (i.e. roads, buildings) will be undertaken.</p>	<p>\$2,341,800</p>	<p>§ 5225(1)(B)(1-2) § 5230</p>
<p>4. <u>Bond payments</u>: Debt service on bonds issued to pay for sidewalk construction.</p>	<p>\$696,000 (\$34,800 per year for twenty years) (\$500,000, twenty-year bond @ 3.5%)</p>	<p>§ 5225(1)(B)(1-2)</p>
<p>5. <u>Grant Match</u>: TIF Revenues to be used for local match on federal or state economic development grants, including but not limited to Federal Sidewalk and Bikeway grant funding.</p>	<p>\$400,000</p>	<p>§ 5230</p>
<p>6. <u>Sidewalk Equipment and Maintenance</u> 10% of cost of sidewalk plow 10% of cost of employee time to plow sidewalk 10% of cost of sand/salt (prorated based on percent of total sidewalks maintained by town)</p>	<p>\$12,500/annually Estimated Total: \$375,000</p>	<p>§ 5225(1)(A)(1), (B)(1)</p>
<p>7. <u>Fire Truck</u> @\$540,000 (Pumper to be purchased in 2028 - cost prorated (10%) for District use)³</p>	<p>\$54,000</p>	<p>§ 5225(1)(A)</p>
<p>TOTAL</p>	<p>\$4,074,200.00</p>	

³ Due to increase in commercial development, additional fire protection services will be needed. TIF revenues will be used on a prorated basis for fire services and equipment that become necessary due to increased commercial development.

V. Financial Data

(1) Total value of taxable property in Damariscotta as of April 1, 2019	\$331,873,700
(2) Original assessed value of taxable property in all existing and proposed tax increment financing districts in Damariscotta as of March 31, 2019.	\$818,000
(3) Percentage of total value of taxable property represented by aggregate value of all taxable property in all existing and proposed tax increment financing districts (i.e., item (2) divided by item (1) expressed as a percentage.)	0.246%

VI. Tax Shifts

In accordance with Maine statutes governing the establishment of a tax increment financing district, the table set forth in **Exhibit C-2** identifies the tax shifts that are expected to result during the term of the District from the establishment of the District.

VII. Municipal Approvals

A. Notice of Public Hearing

Attached as **Exhibit D** is a copy of the Notice of Public Hearing held on February 19, 2020, in accordance with the requirements of 30-A M.R.S.A. § 5226(1). The notice was published in the *Lincoln County News*, a newspaper of general circulation in Damariscotta on or before February 6, 2020, a date at least ten (10) days prior to the public hearing.

B. Minutes of Public Hearing

Attached as **Exhibit E** is a copy of the Warrant Article adopted at the Town Meeting duly called and held on February 19, 2020, at which time the proposed Development Plan and District was discussed and approved.

C. Authorizing Votes

Attached as **Exhibit F** is a certified copy of the minutes of the public hearing held on February 19, 2020, as well as a copy of the Resolution adopted by the Board of Selectmen at said hearing. Exhibit F also includes a record of the district designation and adoption of the development program by the municipal legislative body, said vote being held at a Town Meeting on February 19, 2020.

SECTION A. Acreage Caps		
1. Total municipal acreage;	9,414.4	
2. Acreage of proposed Municipal TIF District;	33.31	
3. Downtown-designation ⁴ acres in proposed Municipal TIF District;	0	
4. Transit-Oriented Development ⁵ acres in proposed Municipal TIF District;	0	
5. Total acreage [=A2-A3-A4] of proposed Municipal TIF District counted toward 2% limit;	33.31	
6. Percentage [=A5÷A1] of total acreage in proposed Municipal TIF District (CANNOT EXCEED 2%).	0.35%	
7. Total acreage of all existing/proposed Municipal TIF districts in municipality including Municipal Affordable Housing Development districts: ⁶ Economic Development Project Town of Damariscotta, Maine/33.31	Existing	0
	Proposed	33.31
	Total:	33.31
30-A § 5223(3) EXEMPTIONS⁷		
8. Acreage of an existing/proposed Downtown Municipal TIF district;	0	
9. Acreage of all existing/proposed Transit-Oriented Development Municipal TIF districts: District Name/Acreage District Name/Acreage	0	
10. Acreage of all existing/proposed Community Wind Power Municipal TIF districts: District Name/Acreage District Name/Acreage	0	
11. Acreage in all existing/proposed Municipal TIF districts common to ⁸ Pine Tree Development Zones per 30-A § 5250-I (14)(A) excluding any such acreage also factored in Exemptions 8-10 above: District Name/Acreage District Name/Acreage District Name/Acreage District Name/Acreage District Name/Acreage District Name/Acreage	0	
12. Total acreage [=A7-A8-A9-A10-A11] of all existing/proposed Municipal TIF districts counted toward 5% limit;	33.31	
13. Percentage of total acreage [=A12÷A1] of all existing/proposed Municipal TIF districts (CANNOT EXCEED 5%).	0.35%	
14. Real property in proposed Municipal TIF District that is:	ACRES	% [=Acres÷A2]
a. A blighted area;	0	N/A
b. In need of rehabilitation, redevelopment or conservation;	0	N/A
c. Suitable for commercial or arts district uses.	33.31	100%
TOTAL (except for § 5223 (3) exemptions a., b. OR c. must be at least 25%)		100%

⁴ Before final designation, the Commissioner will seek advice from MDOACF and MDOT per 30-A § 5226(2).

⁵ For Transit-Oriented Development (TOD) definitions see 30-A § 5222 sub-§§ 19-24.

⁶ For AH-TIF acreage requirement see 30-A § 5247(3)(B). Alternatively, Section B. must exclude AH-TIF valuation.

⁷ Downtown/TOD overlap nets single acreage/valuation caps exemption.

⁸ PTDZ districts approved through December 31, 2008.

SECTION B. | Valuation Cap

1. Total TAXABLE municipal valuation—use most recent April 1;	\$331,873,700
2. Taxable Original Assessed Value (OAV) of proposed Municipal TIF District as of March 31 preceding municipal designation—same as April 1 prior to such March 31;	\$818,000
3. Taxable OAV of all <u>existing/proposed</u> Municipal TIF districts in municipality excluding Municipal Affordable Housing Development districts: Economic Development Project Town of Damariscotta, Maine/\$818,000	Existing: 0
	Proposed: \$818,000
	Total: \$818,000
30-A § 5223(3) EXEMPTIONS	
4. Taxable OAV of an <u>existing/proposed</u> Downtown Municipal TIF district;	0
5. Taxable OAV of all <u>existing/proposed</u> Transit-Oriented Development Municipal TIF districts: District Name/OAV District Name/OAV	0
6. Taxable OAV of all <u>existing/proposed</u> Community Wind Power Municipal TIF districts: District Name/OAV District Name/OAV	0
7. Taxable OAV of all <u>existing/proposed</u> Single Taxpayer/High Valuation⁹ Municipal TIF districts: District Name/OAV District Name/OAV	0
8. Taxable OAV in all <u>existing/proposed</u> Municipal TIF districts common to Pine Tree Development Zones per 30-A § 5250-I (14)(A) excluding any such OAV also factored in Exemptions 4-7 above: District Name/OAV District Name/OAV District Name/OAV District Name/OAV District Name/OAV District Name/OAV	0
9. Total taxable OAV [=B3-B4-B5-B6-B7-B8] of all <u>existing/proposed</u> Municipal TIF districts counted toward 5% limit;	\$818,000
10. Percentage of total taxable OAV [=B9÷B1] of all <u>existing/proposed</u> Municipal TIF districts (CANNOT EXCEED 5%).	0.246%

COMPLETED BY	
NAME:	Amanda A. Meader & Emily T. White, Attorneys
DATE:	1/20/2020

⁹ For this exemption see 30-A §5223(3)(C) sub-§§ 1-4.

Exhibit A-2

TIF Exhibit A-2
Property Map Showing District Property
Proposed TIF District

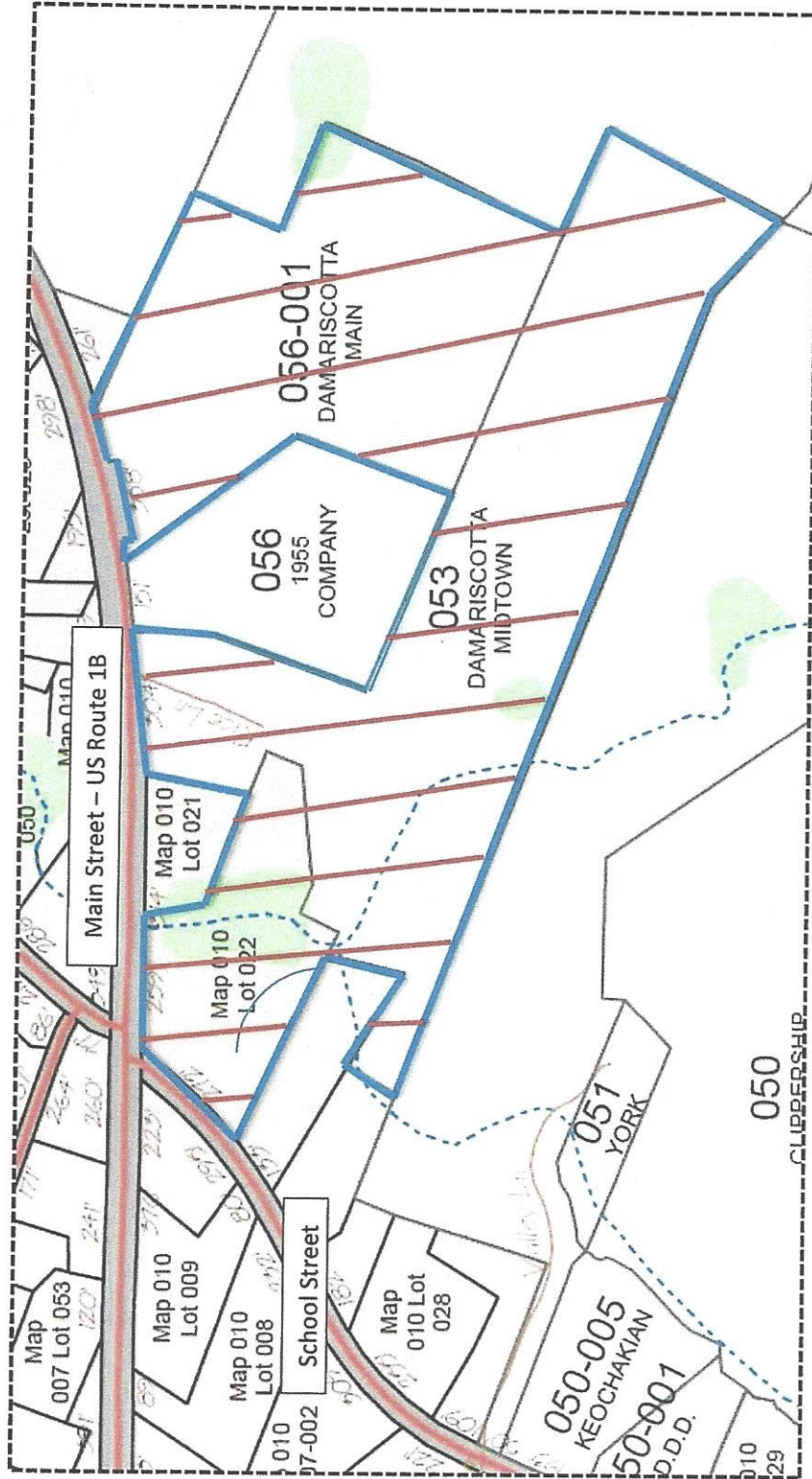


EXHIBIT B

**ASSESSOR'S CERTIFICATE
STATE OF MAINE TAX ASSESSORS**

The undersigned Assessor for the Town of Damariscotta hereby certifies pursuant to the Provisions of 30-A M.R.S.A. § 5227(2) that:

The taxable assessed value of the Main Street Damariscotta Municipal Development and Tax Increment Financing Development Program for real and personal property as described in the Development Program to which this Certificate is included, was \$818,000 (in United States currency) as of March 31, 2019.

IN WITNESS WHEREOF, this Certificate has been executed as of this 11th day of January 2020.

TOWN OF DAMARISCOTTA TAX ASSESSOR



Matthew Murphy, Assessor's Agent

EXHIBIT C-1 ANTICIPATED TIF REVENUES GENERATED BY DISTRICT

Estimated TIF Revenues									
TIF Year	Fiscal Year Ending (July 1 - June 30)	Tax Rate	Original Assessed Value	Projected Assessed Valuation	Projected Total Increased Assessed Value (100% Captured as Captured Assessed Value ("CAV"))	Total TIF Revenue	Bond Repayment	Economic Development	Cumulative TIF Revenue
Base	2020	16.300000	818,000.00						
1.00	2021	16.100000	818,000.00	818,000.00	-	-	-	-	-
2.00	2022	16.100000	818,000.00	1,818,000.00	1,000,000.00	16,100.00	16,100.00	-	16,100.00
3.00	2023	16.100000	818,000.00	2,818,000.00	2,000,000.00	32,200.00	32,200.00	-	48,300.00
4.00	2024	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	88,550.00
5.00	2025	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	128,800.00
6.00	2026	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	169,050.00
7.00	2027	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	209,300.00
8.00	2028	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	249,550.00
9.00	2029	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	289,800.00
10.00	2030	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	330,050.00
11.00	2031	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	370,300.00
12.00	2032	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	410,550.00
13.00	2033	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	450,800.00
14.00	2034	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	491,050.00
15.00	2035	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	531,300.00
16.00	2036	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	571,550.00
17.00	2037	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	611,800.00
18.00	2038	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	652,050.00
19.00	2039	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	40,250.00	-	692,300.00
20.00	2040	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	3,700.00	36,550.00	732,550.00
21.00	2041	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	-	40,250.00	772,800.00
22.00	2042	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	-	40,250.00	813,050.00
23.00	2043	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	-	40,250.00	853,300.00
24.00	2044	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	-	40,250.00	893,550.00
25.00	2045	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	-	40,250.00	933,800.00
26.00	2046	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	-	40,250.00	974,050.00
27.00	2047	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	-	40,250.00	1,014,300.00
28.00	2048	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	-	40,250.00	1,054,550.00
29.00	2049	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	-	40,250.00	1,094,800.00
30.00	2050	16.100000	818,000.00	3,318,000.00	2,500,000.00	40,250.00	-	40,250.00	1,135,050.00
Total							696,000.00	439,050.00	
							Cumulative		1,135,050.00

See Assumptions Below

1. Property tax rate and assessed value of property for year 2021 are based on 2020 actual figures which are assumed to be the same for 2021. The assessed value of the property for years 2021 - 2050 are estimates based on preliminary budget.
2. Assessed value, mill rate, and state valuation assumed to remain constant for years 2020 and forward.
3. Projections are less likely to be accurate for years further in the future.
4. These projections are based on 100% of the Increased Assessed Value being captured.
5. Assume 100% of TIF Revenue is put to sinking fund until entire amount of bond repayment is obtained. Thereafter, assume 100% of remaining TIF Revenue deposited in Project Cost Account.
6. Projections are much less likely to be accurate for years further in the future.

Assume obtain \$500,000 tax exempt bond repayable over 20 years at 3.5% interest for a total payment of: 696,000.00

EXHIBIT C-2

TAX SHELTER BENEFITS AND TAX SHIFTS

Projected Tax Shift Benefits						
TIF Year	Fiscal Year Ending (July 1 - June 30)	State Aid to Education Benefit (2 yr lag)	Additional Local Education Benefit (1 yr lag)	County Tax Benefit (1 yr lag)	State Revenue Sharing Benefit (1 yr lag)	Total Tax Shift Benefits
1	2021	-	-	-	-	-
2	2022	-	-	-	-	-
3	2023	-	3,442.92	1,407.00	1,040.37	5,890.29
4	2024	8,280.00	6,874.87	2,878.00	2,074.93	20,107.81
5	2025	16,560.00	8,586.75	3,677.00	2,590.06	31,413.81
6	2026	20,700.00	8,586.75	3,760.00	2,590.06	35,636.81
7	2027	20,700.00	8,586.75	3,845.00	2,590.06	35,721.81
8	2028	20,700.00	8,586.75	3,932.00	2,590.06	35,808.81
9	2029	20,700.00	8,586.75	4,021.00	2,590.06	35,897.81
10	2030	20,700.00	8,586.75	4,111.00	2,590.06	35,987.81
11	2031	20,700.00	8,586.75	4,203.00	2,590.06	36,079.81
12	2032	20,700.00	8,586.75	4,297.00	2,590.06	36,173.81
13	2033	20,700.00	8,586.75	4,395.00	2,590.06	36,271.81
14	2034	20,700.00	8,586.75	4,494.00	2,590.06	36,370.81
15	2035	20,700.00	8,586.75	4,595.00	2,590.06	36,471.81
16	2036	20,700.00	8,586.75	4,698.00	2,590.06	36,574.81
17	2037	20,700.00	8,586.75	4,804.00	2,590.06	36,680.81
18	2038	20,700.00	8,586.75	4,911.00	2,590.06	36,787.81
19	2039	20,700.00	8,586.75	5,022.00	2,590.06	36,898.81
20	2040	20,700.00	8,586.75	5,135.00	2,590.06	37,011.81
21	2041	20,700.00	8,586.75	5,251.00	2,590.06	37,127.81
22	2042	20,700.00	8,586.75	5,369.00	2,590.06	37,245.81
23	2043	20,700.00	8,586.75	5,490.00	2,590.06	37,366.81
24	2044	20,700.00	8,586.75	5,614.00	2,590.06	37,490.81
25	2045	20,700.00	8,586.75	5,740.00	2,590.06	37,616.81
26	2046	20,700.00	8,586.75	5,869.00	2,590.06	37,745.81
27	2047	20,700.00	8,586.75	6,001.00	2,590.06	37,877.81
28	2048	20,700.00	8,586.75	6,136.00	2,590.06	38,012.81
29	2049	20,700.00	8,586.75	6,274.00	2,590.06	38,150.81
30	2050	20,700.00	8,586.75	6,415.00	2,590.06	38,291.81
	2051	20,700.00	8,586.75	6,560.00	2,590.06	38,436.81
	2052	20,700.00	-	-	-	20,700.00
Total		583,740.00	242,160.06	138,904.00	73,046.79	1,037,850.85
Average		19,458.00	8,072.00	4,630.13	2,434.89	34,595.03

See Assumptions Below

Exhibit C-2

1. Contribution rate for 2019 is assumed to remain constant for fiscal years 2020 - 2052. The assessed value of the property for years 2021-2050 are estimates based on preliminary budget.
2. Assessed value and state valuation assumed to remain constant during term of District. Except as provided otherwise herein, these projections assume that formulas and general inputs for state subsidies and county taxes do not change over time and they assume that all other values in other communities are static relative to one another except for the new value assessed.
3. State Aid to Education Benefit for years 2021 - 2052 are determined based on DOE ED 279s for Damariscotta Public Schools and Great Salt Bay CSD year 2018-2019 and the Preliminary DOE ED 279s for Damariscotta Public Schools and Great Salt Bay CSD year 2019-2020.
4. Tax shifts losses are comprised of declining subsidies in revenue sharing and education aid and increasing obligation to pay county taxes and additional local education contributions. No tax shift losses occur when a TIF captures all of the new value. Tax shift impacts are lagged by a couple years because the formulas calculating these figures utilize older valuations.
5. Additional Local Education Benefit is determined based the "local" raise for Damariscotta's portion of Damariscotta Public Schools and Great Salt Bay CSD for year 2018-2019 and Preliminary year 2019-2020.
6. County Tax assumes that percent of valuation in 2019 is the same for future years. Assume growth of county tax equal to the average growth from 2015 - 2019.
7. These projections assume that the formulas and general inputs for state subsidies do not change over time and assume that all other values in other communities are static relative to one another except for the new value captured in the TIF District. The Projections are less likely to be accurate farther into the future.
8. State Revenue Sharing for year ending 2019 is based on actual projections for year ending 2019. State Revenue Sharing for year ending 2020 is based on the State's most recent projections for year ending 2020, as revised on August 28, 2019. State Revenue Sharing for year ending 2021 is based on revenue sharing increasing from 3% in 2020 to 3.75% in 2021 pursuant to 30-A M.R.S.A. § 5681(5). State Revenue Sharing for years ending 2022 and forward are based on revenue sharing increasing from 3.75% in 2021 to 5% in 2022 pursuant to 30-A M.R.S.A. § 5681(5). These projections assume State revenue and Damariscotta's percentage stays constant for 2020 - 2050 and assumes the revenue sharing for years 2023 - 2051 remain constant.

Education Tax Shift - State Aid to Education Benefit
(based on DOE ED 279 for Damariscotta Public Schools and Great Salt Bay CSD 2018-2019 and Preliminary for 2019-2020)

TIF Year	Local Contribution Rate	Tax Year	CAV (2 Year Lag)	Estimated Shift
1	8.28	2020	-	-
2	8.28	2021	1,000,000.00	-
3	8.28	2022	2,000,000.00	-
4	8.28	2023	2,500,000.00	8,280.00
5	8.28	2024	2,500,000.00	16,560.00
6	8.28	2025	2,500,000.00	20,700.00
7	8.28	2026	2,500,000.00	20,700.00
8	8.28	2027	2,500,000.00	20,700.00
9	8.28	2028	2,500,000.00	20,700.00
10	8.28	2029	2,500,000.00	20,700.00
11	8.28	2030	2,500,000.00	20,700.00
12	8.28	2031	2,500,000.00	20,700.00
13	8.28	2032	2,500,000.00	20,700.00
14	8.28	2033	2,500,000.00	20,700.00
15	8.28	2034	2,500,000.00	20,700.00
16	8.28	2035	2,500,000.00	20,700.00
17	8.28	2036	2,500,000.00	20,700.00
18	8.28	2037	2,500,000.00	20,700.00
19	8.28	2038	2,500,000.00	20,700.00
20	8.28	2039	2,500,000.00	20,700.00
21	8.28	2040	2,500,000.00	20,700.00
22	8.28	2041	2,500,000.00	20,700.00
23	8.28	2042	2,500,000.00	20,700.00
24	8.28	2043	2,500,000.00	20,700.00
25	8.28	2044	2,500,000.00	20,700.00
26	8.28	2045	2,500,000.00	20,700.00
27	8.28	2046	2,500,000.00	20,700.00
28	8.28	2047	2,500,000.00	20,700.00
29	8.28	2048	2,500,000.00	20,700.00
30	8.28	2049	2,500,000.00	20,700.00
30	8.28	2050	2,500,000.00	20,700.00
30	8.28	2051	2,500,000.00	20,700.00
Total				583,740.00

Education Tax Shift - Additional Local Education Benefit
(based on DOE ED 279 for Damariscotta Public Schools and Great Salt Bay CSD 2018-2019 and Preliminary for 2019-2020)

TIF Year	Tax Year	State Average Valuation of Damariscotta	State Average Valuation of DPS and GSB (Combined)	Damariscotta % w/ CAV	CAV (1 Year Lag)	Damariscotta % w/ CAV	Absolute Change	Total Local Share	Shelter
1	1.00	336,300,000.00	657,594,850.00	51.16%	-	-	-	5,166,595.79	-
2	2.00	343,266,666.00	625,727,931.00	54.86%	1,000,000.00	54.86%	54.86%	4,780,053.18	-
3	3.00	343,266,666.00	625,727,931.00	54.86%	2,000,000.00	54.86%	54.86%	4,780,053.18	-
4	4.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.00%	4,780,053.18	3,442.92
5	5.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	6,874.87
6	6.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
7	7.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
8	8.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
9	9.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
10	10.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
11	11.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
12	12.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
13	13.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
14	14.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
15	15.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
16	16.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
17	17.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
18	18.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
19	19.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
20	20.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
21	21.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
22	22.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
23	23.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
24	24.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
25	25.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
26	26.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
27	27.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
28	28.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
29	29.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
30	30.00	343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
2050		343,266,666.00	625,727,931.00	54.86%	2,500,000.00	54.86%	55.04%	4,780,053.18	8,586.75
Total								242,160.06	

Exhibit C-2

County Tax History		County Tax Shift										Town Share of		Est. County
Year	County Tax	Estimated Total	County Tax (w/out CAV)	Projected CAV	County Tax (w/ CAV)	County Tax (w/ CAV)	County Tax (w/ CAV)	County Tax (w/ CAV)	County Tax (w/ CAV)	County Tax (w/ CAV)	County Tax (w/ CAV)	County Tax (w/ CAV)	County Tax (w/ CAV)	Tax Shift
Year	County Tax	County Tax	County Tax	(1 yr lag)	County Tax	County Tax	County Tax	County Tax	County Tax	County Tax	County Tax	County Tax	County Tax	County Tax
2015	9,133,556.00	10,203,674.00	481,655.00	-	481,655.00	481,655.00	481,655.00	481,655.00	481,655.00	481,655.00	481,655.00	481,655.00	481,655.00	-
2016	9,503,923.00	10,433,305.00	492,494.00	-	492,494.00	492,494.00	492,494.00	492,494.00	492,494.00	492,494.00	492,494.00	492,494.00	492,494.00	-
2017	9,637,981.00	10,668,104.00	503,578.00	-	503,578.00	503,578.00	503,578.00	503,578.00	503,578.00	503,578.00	503,578.00	503,578.00	503,578.00	-
2018	9,948,821.00	10,908,187.00	514,911.00	1,000,000.00	514,911.00	514,911.00	514,911.00	514,911.00	514,911.00	514,911.00	514,911.00	514,911.00	514,911.00	1,376.00
2019	10,203,674.00	11,153,673.00	526,499.00	2,000,000.00	526,499.00	526,499.00	526,499.00	526,499.00	526,499.00	526,499.00	526,499.00	526,499.00	526,499.00	2,814.00
Average annual change in county tax over last 5 years		11,404,683.00	538,347.00	2,500,000.00	538,347.00	538,347.00	538,347.00	538,347.00	538,347.00	538,347.00	538,347.00	538,347.00	538,347.00	3,597.00
2.2505%		11,661,342.00	550,463.00	2,500,000.00	550,463.00	550,463.00	550,463.00	550,463.00	550,463.00	550,463.00	550,463.00	550,463.00	550,463.00	3,677.00
2.2505%		11,923,777.00	562,851.00	2,500,000.00	562,851.00	562,851.00	562,851.00	562,851.00	562,851.00	562,851.00	562,851.00	562,851.00	562,851.00	3,760.00
2.2505%		12,192,118.00	575,517.00	2,500,000.00	575,517.00	575,517.00	575,517.00	575,517.00	575,517.00	575,517.00	575,517.00	575,517.00	575,517.00	3,845.00
2.2505%		12,466,498.00	588,469.00	2,500,000.00	588,469.00	588,469.00	588,469.00	588,469.00	588,469.00	588,469.00	588,469.00	588,469.00	588,469.00	3,932.00
2.2505%		12,747,053.00	601,712.00	2,500,000.00	601,712.00	601,712.00	601,712.00	601,712.00	601,712.00	601,712.00	601,712.00	601,712.00	601,712.00	4,021.00
2.2505%		13,033,922.00	615,254.00	2,500,000.00	615,254.00	615,254.00	615,254.00	615,254.00	615,254.00	615,254.00	615,254.00	615,254.00	615,254.00	4,111.00
2.2505%		13,327,247.00	629,100.00	2,500,000.00	629,100.00	629,100.00	629,100.00	629,100.00	629,100.00	629,100.00	629,100.00	629,100.00	629,100.00	4,203.00
2.2505%		13,627,173.00	643,258.00	2,500,000.00	643,258.00	643,258.00	643,258.00	643,258.00	643,258.00	643,258.00	643,258.00	643,258.00	643,258.00	4,297.00
2.2505%		13,933,849.00	657,734.00	2,500,000.00	657,734.00	657,734.00	657,734.00	657,734.00	657,734.00	657,734.00	657,734.00	657,734.00	657,734.00	4,395.00
2.2505%		14,247,427.00	672,536.00	2,500,000.00	672,536.00	672,536.00	672,536.00	672,536.00	672,536.00	672,536.00	672,536.00	672,536.00	672,536.00	4,494.00
2.2505%		14,568,062.00	687,671.00	2,500,000.00	687,671.00	687,671.00	687,671.00	687,671.00	687,671.00	687,671.00	687,671.00	687,671.00	687,671.00	4,595.00
2.2505%		14,895,912.00	703,147.00	2,500,000.00	703,147.00	703,147.00	703,147.00	703,147.00	703,147.00	703,147.00	703,147.00	703,147.00	703,147.00	4,698.00
2.2505%		15,231,140.00	718,971.00	2,500,000.00	718,971.00	718,971.00	718,971.00	718,971.00	718,971.00	718,971.00	718,971.00	718,971.00	718,971.00	4,804.00
2.2505%		15,573,913.00	735,152.00	2,500,000.00	735,152.00	735,152.00	735,152.00	735,152.00	735,152.00	735,152.00	735,152.00	735,152.00	735,152.00	4,911.00
2.2505%		15,924,400.00	751,696.00	2,500,000.00	751,696.00	751,696.00	751,696.00	751,696.00	751,696.00	751,696.00	751,696.00	751,696.00	751,696.00	5,022.00
2.2505%		16,282,774.00	768,613.00	2,500,000.00	768,613.00	768,613.00	768,613.00	768,613.00	768,613.00	768,613.00	768,613.00	768,613.00	768,613.00	5,135.00
2.2505%		16,649,213.00	785,910.00	2,500,000.00	785,910.00	785,910.00	785,910.00	785,910.00	785,910.00	785,910.00	785,910.00	785,910.00	785,910.00	5,251.00
2.2505%		17,023,899.00	803,597.00	2,500,000.00	803,597.00	803,597.00	803,597.00	803,597.00	803,597.00	803,597.00	803,597.00	803,597.00	803,597.00	5,369.00
2.2505%		17,407,017.00	821,682.00	2,500,000.00	821,682.00	821,682.00	821,682.00	821,682.00	821,682.00	821,682.00	821,682.00	821,682.00	821,682.00	5,490.00
2.2505%		17,798,757.00	840,173.00	2,500,000.00	840,173.00	840,173.00	840,173.00	840,173.00	840,173.00	840,173.00	840,173.00	840,173.00	840,173.00	5,614.00
2.2505%		18,199,313.00	859,081.00	2,500,000.00	859,081.00	859,081.00	859,081.00	859,081.00	859,081.00	859,081.00	859,081.00	859,081.00	859,081.00	5,740.00
2.2505%		18,608,884.00	878,415.00	2,500,000.00	878,415.00	878,415.00	878,415.00	878,415.00	878,415.00	878,415.00	878,415.00	878,415.00	878,415.00	5,869.00
2.2505%		19,027,672.00	898,183.00	2,500,000.00	898,183.00	898,183.00	898,183.00	898,183.00	898,183.00	898,183.00	898,183.00	898,183.00	898,183.00	6,001.00
2.2505%		19,455,885.00	918,397.00	2,500,000.00	918,397.00	918,397.00	918,397.00	918,397.00	918,397.00	918,397.00	918,397.00	918,397.00	918,397.00	6,136.00
2.2505%		19,893,734.00	939,065.00	2,500,000.00	939,065.00	939,065.00	939,065.00	939,065.00	939,065.00	939,065.00	939,065.00	939,065.00	939,065.00	6,274.00
2.2505%		20,341,437.00	960,198.00	2,500,000.00	960,198.00	960,198.00	960,198.00	960,198.00	960,198.00	960,198.00	960,198.00	960,198.00	960,198.00	6,415.00
Total												135,846.00		

Revenue Sharing Shift

TIF Year	Year	CAV (div. 1000) (1 Yr lag)	Rev I			Rev II			Total Total Rev Tax Shift		
			Computed #	Percentage	Amount	Tax Shift	Computed #	Percentage		Amount	Tax Shift
1	2020	81,810,145.20	37,269,173,226	0.001712301	92,055.35	-	14,949,173,226	0.001740	30,345.15	-	1,040.37
2	2021	102,262,681.50	33,301,315,963	0.001541052	126,073.70	-	12,231,315,963	0.001457	35,635.90	-	2,074.93
3	2022	136,350,242.00	33,301,315,963	0.001541052	157,592.13	-	12,231,315,963	0.001457	44,544.88	-	2,590.06
4	2023	24,452,536.00	33,301,315,963	0.001541052	210,122.83	-	12,231,315,963	0.001457	59,393.17	-	2,590.06
5	2024	30,565,670.00	33,301,315,963	0.001536740	209,534.91	587.92	12,138,139,366	0.001446	58,940.72	452.45	2,590.06
6	2025	40,754,226.67	33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
7	2026	126,073.70	33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
8	2027	35,635.90	33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
9	2028	21,609,467.22	33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
10	2029	8,392,847.79	33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
11	2030	2,107	33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
12	2031	5,632,932.61	33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
13	2032	356,400.00	33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
14	2033	15,805,086	33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
15	2034		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
16	2035		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
17	2036		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
18	2037		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
19	2038		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
20	2039		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
21	2040		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
22	2041		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
23	2042		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
24	2043		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
25	2044		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
26	2045		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
27	2046		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
28	2047		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
29	2048		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
30	2049		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
	2050		33,069,348,034	0.001530318	208,659.18	1,463.66	11,999,348,034	0.001430	58,266.77	1,126.40	2,590.06
											73,046.79

See Assumption 8 of Tax Shift Table
See Assumption 8 of Tax Shift Table
See Assumption 8 of Tax Shift Table
See Assumption 8 of Tax Shift Table
See Assumption 8 of Tax Shift Table

Original
attached
with copy
mailed to
DEC D
AM

EXHIBIT D
NOTICE AND MINUTES OF FEBRUARY 19, 2020 PUBLIC HEARING
Notice

Exhibit D

MINUTES
PUBLIC HEARING/SPECIAL TOWN MEETING/BOARD OF SELECTMEN MEETING
February 19, 2020 5:30 pm
at the Damariscotta Town Hall

Members: Roberta Mayer, Chairperson; Louis Abbotoni, Mark Hagar, and Josh Pinkham

Members Absent : Mark Hagar, excused

Staff Present: Matt Lutkus, Town Manager; Karen O'Bryan, video recorder; Lynda Letteney, recording secretary

Others Present: Lorraine Faherty; Amanda Meader; Max Johnstone; Derek Webber; Dick McLean; Grant Larsen-Sorterup; Anton Lahnston; Alison Lahnston; Ann Jackson; Marilee Harris; Amy Lalime; Laurie Green; James Corscaden; Hannah Corscaden; Jim Corscaden; Neil Genthner Jr.; William Halbert; Jane Herbert; Susan Murphy; Eleanor Myles; Robert Tobey; Elizabeth Wilt; and Evan Houk, Lincoln County News

Pledge of Allegiance: The Pledge was recited at 5:30 p.m.
Matt Lutkus reminded everyone in the audience to sign-in

Public Hearing: Proposed Main Street Damariscotta Tax Increment Financing (TIF) District

Matt Lutkus began the discussion by stating that Amanda Meader, Town Attorney, drafted the Tax Increment Financing (TIF) development plan document. He stated that the idea for using TIF financing in Damariscotta has been around for a long time. Damariscotta just hasn't had enough new development to justify the creation of a TIF district. He stated that sidewalks along Main and Church Streets were identified as high priorities in both the 2008 and 2015 Bicycle and Pedestrian Plans. Other sidewalk priorities have been addressed, but because of the costs, these two sidewalks have only been partially completed. The development at 435 Main will certainly create a need for safe pedestrian access along Main Street. Thus, the Main Street sidewalk meets the "straight-face test" for inclusion as an eligible expense in the proposed development plan. Unlike many TIF development plans in other municipalities, this one does not call for any payments to developers. By obtaining approval for a development plan now, the Town can include the tax revenue that will be generated from the Camden National Bank building that is currently under construction. The increments of increased taxes within the developments could be used to pay for sidewalks and in the future, possibly also generate some funds to offset the cost of a fire truck and public works equipment. The cost of constructing a sidewalk along Main Street is likely going to be more than the revenues initially generated by the TIF, but using money through a bond with debt service paid by the TIF could be used to match a MDOT Grant for up to \$400,000. The project is estimated to cost \$2.3 million. The term for the TIF is for a 30 years which can be amended in the future. The tax on the increase in valuation of the development in the TIF District are sheltered from County assessments, but they do not reduce State education subsidies. This will save about \$26,000 per year.

Chairperson Mayer asked if anyone wished to speak to the item. She would recognized Damariscotta residents first and then any other interested parties.

Exhibit D

Anton Lahnston was the first speaker, a resident of Schooner's Cove, who serves on the Public Safety and Accessibility Committee which is a citizens' initiative. The Heart and Soul Commission recommended this in 2010; in 2008 and 2015 there were a bike/pedestrian plans. These formed the basis for interest in improving safety. He would like to see focus on the 1B part of the bike/pedestrian plan. He sees this as a huge opportunity and fully supports the TIF. Coastal Rivers also supports this. There is strong support in the community according to **Mr. Lahnston**.

Derek Weber was the next speaker. He described himself as "a new kid on the block," having recently become a resident of Damariscotta. As a concerned citizen, he first wanted to say that the work on Elm Street has been very beneficial. He said, "I believe this could be the beginning of a walkway linking all parts of town." Safe walking space is essential and he believes accepting this TIF means the town can put these sidewalks in soon, thus increasing public safety and increasing business. **Amy Lalime** said she believed "she was an even newer kid on the block", but she firmly believes the Town needs sidewalks. Speaking for some of her neighbors who work at Hannaford, she is very concerned about their safety trying to cross by McDonalds. Her question for Matt was about the developer's responsibility for the sidewalk in front of 435 Main Street. **Matt** cited the development of stores at the corner of Main St and Biscay Rd., where money from the developer has been set aside for sidewalk placement. The Town has a site plan review whereby any developer has to do sidewalks in front of their establishment.

The last speaker was **Jane Herbert**, who lives on High St. She was concerned about more crosswalks. She felt more were needed, and would like to see the ones by McDonalds shut traffic down from all directions. She also felt it should be the same by the church downtown. Hearing no other speakers, **Chairperson Mayer** closed the public session at 5:50 p.m.

Special Town Meeting: See official Town Clerk minutes

On motion (Pinkham/Abbotoni) to adopt a resolution creating a TIF district for the Town of Damariscotta from Map 001-Lots 056, 022 and 053. Passed as Written

I. Call to Order:

The Board of Selectmen's Meeting was called to order at 5:55 p.m. by **Chairperson Mayer**.

II. Action on Public Hearing

On motion (Mayer/Abbotoni) to adopt the attached resolution that will be submitted to the Department of Economic Development and Community Development as part of the Town's application for creation of the Main Street Damariscotta Municipal Tax Increment Financing Development Program. Vote: 3-0-0

Chairperson Mayer thanked Amanda Meader for all her work on drafting the resolution and the background information.

III. Minutes

Chairperson Mayer tabled the minutes of February 5, 2020 as they had not yet been distributed

On motion (Mayer/Pinkham) the minutes of the meeting (2/10/20) were approved Vote: 3-0-0

Exhibit D

IV. Financial Reports

1. On motion (Abbotoni/Mayer) to approve Payroll Warrants #47 & 48 Vote: 3-0-0

2. On motion (Abbotoni/Mayer) to approve Accounts Payable Warrants # 49 and 50

Vote: 3-0-0

3. DB&T Account Settlement

Cheryl Pinkham spoke to the issue. Evidently, payments on a \$413,500 bond, have been made annually in the amount of \$82,700 in October. From the wording in the document, the Town thought the interest was included in this payment amount. In getting ready to close accounts and transfer remaining accounts to a new bank, DB&T discovered that the Town was actually in arrears for the interest. The amount of the interest is \$18,000 owed. While the annual due date is in October, Cheryl proposed the Town pay the back interest and the Oct payment on July 2nd, thus clearing the account, so it remains in good standing before the new bank acquisition, and after the beginning of the new fiscal year, so the 2020 payment is in the budget.

On motion (Pinkham/Abbotoni) make the 2020 payment plus back interest due on July 2, 2020.

Vote: 3-0-0

After the approval of the motion, the Board signed off on a letter verifying their action.

V. Presentations: Annual Financial Audit-RHR Smith

The auditors did not come to the meeting. Concerns were raised that the report was due since December, and they are now approaching budget season. Without the previous year's audit, it makes that process difficult. Questions were raised as to the process to release the Town from their contract with HRH Smith, as it is a three year contract and they are not pleased with the first year's performance.

Cheryl Pinkham presented some information on tax acquired properties. She stated there were six properties acquired (2018-2019). The process is as follows: first there is a 30 day notice, lien and once that is placed, there is an additional 18 month period, after that foreclosure.

VI. Citizen Comments and General Correspondence – none

VII. Town Manager's Items

1. Request for Citizen and Business input on Draft Historic Preservation Ordinance

Matt reminded the citizens to send input to Bob Faunce or to him. They will be compiling suggestions and then send to the Board for approval.

2. Special Meeting to approve Minutes of February 19 Public Hearing /Special Town Meeting

The Board of Selectmen will meet Wednesday, February 26 at 1 p.m. to approve the minutes of the Public Hearing and Special Town Meeting resolution results.

3. Donation to Special Olympics from Police Department

Chief Warlick received a non-designated donation of \$100. In checking with the donor, there was no objection to using this towards the Special Olympics fund raiser. Robin Mayer asked the Chief about a competition between the Wiscasset and Damariscotta Police Departments. Chief Warlick said part of the reason Wiscasset is ahead of them is because the Damariscotta Department has a silent auction in March and a lot of volunteer time has been spent getting donations for that. It is awkward to ask for

Exhibit D

donations for the auction and turn around and ask for money for Special Olympics. Additionally, Irving/CK was their largest contributor, but they have been bought out and the new owners have decided not to participate.

On another note, March 14th, at Maranacook Lake, there will be a "Jump In." to raise funds for the Olympics. They are still getting donations from "counter jars" at local businesses, and this year McDonalds is participating, contrary to their usual custom of "no jars". **Chief Warlick** reiterated what a wonderful cause this was. **Chairperson Mayer** said you can go to their website and donate directly; it only takes about 3 minutes.

4. First Budget Review Meeting- March 4th, 4 pm.

5. Budget Committee Vacancy

There is one regular seat and 2 alternate seats open on the Town's Budget Committee. It is not a big time commitment and Matt is looking for volunteers.

VIII. Official Action Items

1. Police Chief Employment Agreement

Chairperson Mayer asked to table this item until the next meeting as she had been made aware of new information just in the last couple days. She would like to discuss this with Matt. **Josh Pinkham** spoke up saying he would prefer not to postpone the vote. **Lou Abbotoni** said he had reviewed all the material and supported approving the agreement. He thought Chief Warlick was the best in the State. **Chairperson Mayer** said there was no hurry since the agreement went through June.

On motion (Pinkham/Abbotoni) to approve the Police Chief Employment Agreement.

Because only three members were present and you need 3 votes to pass, **Josh** withdrew his motion rather than have a negative result on record. **Josh** did want to be on record as backing the Chief as did Lou Abbotoni.

Rescinded

2. Tax Acquired properties

Chairperson Mayer said the Board had authorized the Town Manager and Treasurer to enter into to disposing of the 2018 tax acquired properties. Owners could reclaim their properties for all taxes owed, plus interest and costs. They have extended the date from March 1st to June 1st. **James Corscaden** spoke as a co-owner of one of the properties, at 111 Church Street. He claims he never got any notifications despite the deed saying there are co-owners. **Cheryl** said by law only one needs to receive notice. But, that is why they are extending the deadline. His sister Hannah Corscaden did get notices. He clarified that if he paid back taxes, interests and costs, the property would remain theirs.

On motion (Pinkham/Abbotoni) to authorize the Town staff to sell the six foreclosed properties back to their previous owners upon full payment of all taxes owed within 90 days from March 1st.

Vote: 3-0-0

Matt Lutkus stated the Town had no interest in owning any of the properties. Statute dictates what happens and the time frame. To his knowledge, the Town has never acquired any property.

IX. Selectmen's Discussion Items

Josh Pinkham wanted to know why there was a no show on the auditor's part tonight. **Matt** said the last contact was January 27th and the auditor stated it would be one week. He hasn't heard from him

Exhibit D

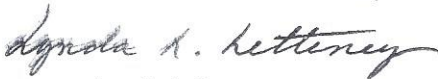
since then. **Josh** was concerned that Budget meetings start March 4th. **Chairperson Mayer** said they are looking at options. **Lou Abbotoni** asked if the Town can be released from the contract for non-performance. **Josh** said he was sure The Town had to follow the contract.

Lou Abbotoni asked about the procedure for storm days. He wanted to know, "Who calls the office closed and what goes into the decision making process?" **Matt** said it was his responsibility and he was reluctant to close, especially since they are closed on Fridays. **Lou** stated that his position was that "if there was any chance at all that it is too bad, he wanted staff to be able to go home early or come in late as the storm dictated." **Matt** said part of the process involved seeing what the schools are doing. He checks with the Police Chief and with Hugh about road conditions, before any decisions are made. With that input, he decides to start late, close early, or stay closed all day. **Chairperson Mayer** suggested putting any decisions on Facebook as well.

X. Adjournment

On motion (Pinkham/Mayer) to adjourn at 6:30 p.m.

Respectfully submitted,



Lynda L. Letteney
Recording Secretary

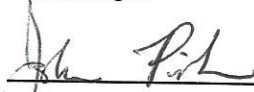
We, the undersigned, do hereby approve as written, or with corrections as noted, the minutes of the above-designated Board of Selectmen meeting (2/19/2020).



Roberta Mayer, Chairperson


Louis Abbotoni

Mark Hagar



Joshua Pinkham

Town of Damariscotta, Board of Selectmen, signed this date: 2-26-2020




ATTEST: A TRUE COPY

Date: 02/26/2020

EXHIBIT E

**RESOLUTION OF THE SELECT BOARD OF THE TOWN OF DAMARISCOTTA,
MAINE
REGARDING TAX INCREMENT FINANCING FOR THE MAIN STREET
DAMARISCOTTA MUNICIPAL TIF DISTRICT AND DEVELOPMENT PLAN**

WHEREAS, the Town of Damariscotta (the "Town") is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to designate specified areas within the Town as the Main Street Damariscotta Municipal Development and Tax Increment Financing District (the "District") and to adopt a Development Program for the District (the "Development Program"); and

WHEREAS, there is a need for commercial development in the Town of Damariscotta and the surrounding region; and

WHEREAS, there is a need to provide additional employment opportunities for the citizens of the Town of Damariscotta and the surrounding region; to improve and broaden the tax base of the Town of Damariscotta; and to improve the general economy of the Town of Damariscotta, the surrounding region and the State of Maine; and

WHEREAS, implementation of the Development Program will help to support local businesses by improving pedestrian access via sidewalks and bike paths, and in supporting existing businesses and encouraging the development of new businesses, the Development Program will therefore provide additional employment for the citizens of the Town of Damariscotta and the surrounding region; improve and broaden the tax base in the Town of Damariscotta and improve the economy of the Town of Damariscotta and the State of Maine; and

WHEREAS, there is a need to encourage the development of commercial facilities through the establishment of the District in accordance with the provision of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended; and

WHEREAS, the Board of Selectmen desires to designate the Main Street Damariscotta Municipal Development and Tax Increment Financing District, and to adopt a Development Program for the District; and

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

NOW, THEREFORE, BE IT HEREBY VOTED BY THE SELECT BOARD:

Section 1. The Board of Selectmen hereby finds and determines that:

a At least twenty-five percent (25%), by area, of the real property within the District, as hereinafter designated, is suitable for commercial uses as defined in 30-A M.R.S.A. §5223; and

b The total area of the District does not exceed two percent (2%) of the total acreage of the Town, and the total area of all development districts within the Town does not exceed five percent (5%) of the total acreage of the Town; and

c. The aggregate value of equalized taxable property of the District as of April 1, 2019 does not exceed five percent (5%) of the total value of equalized taxable property within the Town as of April 1, 2019; and

d. The Board expects that the Development Program will be completed within thirty (30) years of the designation of the District by the Department; and

e. The designation of the District and pursuit of the Development Program will make a contribution to the economic growth and well-being of the Town of Damariscotta and the surrounding region, and will contribute to the betterment of the health, welfare and safety of the inhabitants of the Town of Damariscotta, including safe pedestrian access to shops, restaurants and offices, additional employment opportunities, a broadened and improved tax base and economic stimulus, and therefore constitutes a good and valid public purpose.

Section 2. Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the Board of Selectmen hereby recommends the designation of the Main Street Damariscotta Municipal Development and Tax Increment Financing District designated and described as more particularly set forth in the “Main Street Damariscotta Municipal Development and Tax Increment Financing District Development Program” and orders the matter be presented to Town Meeting.

Section 3. Pursuant to the provisions of 30-A M.R.S.A. §5224, the percentage of increased assessed value to be retained as captured assessed value in accordance with the Development Program is hereby established as set forth in the Development Program. If at any time during the term of the District the captured assessed value in the District increases by reason of revaluation, the maximum amount of retained captured assessed value shall increase in proportion to an increase in assessed value attributable to such revaluation, it being the intent of the Town that the retained tax increment from the captured assessed value shall remain at a level at least equivalent to the dollar values specified in the Development Program over the life of the District.

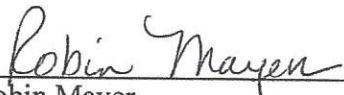
Section 4. The Board of Selectmen, or its duly appointed representative, is hereby authorized, empowered and directed to submit the proposed designation of the District and the proposed Development Program for the District to the State of Maine Department of Economic and Community Development for review and approval pursuant to the requirements of 30-A M.R.S.A. §5226.

Section 5. The foregoing designation of the District and the adoption of the Development Program for the District shall automatically become final and shall take full force and effect upon receipt by the Town of approval of the designation of the District and adoption of the Development Program by the Department, without requirements of further action by the Town, the Board of Selectmen, or any other party.

Section 6. The Board of Selectmen, or its duly appointed representative, is hereby authorized and empowered to make such revisions to the Development Program as the Selectmen or their duly appointed representative, deem reasonably necessary or convenient in order to facilitate the process for review and approval of the District by the Department, or for any other reason, so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the Development Program.

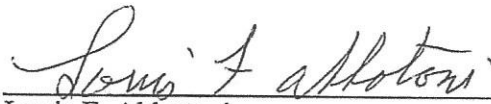
Approved February 19, 2020, by the Select Board, at a meeting duly convened and conducted at Damariscotta, Maine.

TOWN OF DAMARISCOTTA, MAINE

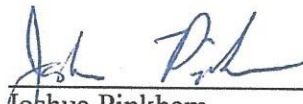


Robin Mayer

Mark Hagar



Louis F. Abbotoni



Joshua Pinkham

Exhibit F

TOWN OF DAMARISCOTTA
WARRANT
FOR
SPECIAL TOWN MEETING
February 19, 2020

LINCOLN, SS

STATE OF MAINE

TO: Jason Warlick, a Constable for the Town of Damariscotta in the County of Lincoln.

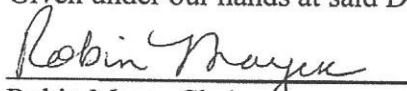
GREETINGS:

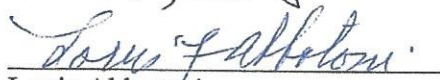
In the name of the State of Maine, you are hereby required to notify and warn the voters of the Town of Damariscotta, in said County, qualified by law to vote in Town Affairs, to assemble at the Damariscotta Town Hall at 21 School Street in said Town, on Monday, the 19th day of February A.D. 2020 at 5:30 PM, then and there to act on Articles 1 and 2.

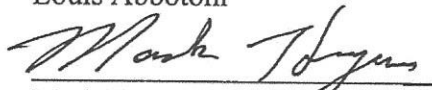
ARTICLE 1: To choose a Moderator to preside at said meeting.

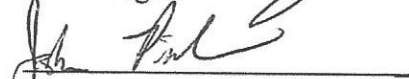
ARTICLE 2: Shall the Town designate the Main Street Damariscotta TIF District, consisting of the parcels identified on the Town's Tax Maps as Map 001- Lot 056-001, Map 010- Lot 022 and Map 001-Lot 053 and encompassing approximately 33.31 acres, and adopt the Main Street Damariscotta TIF District Development Plan, all in accordance with MRS Title 30-A Chapter 206.

Given under our hands at said Damariscotta, Maine this 18th day of December, A.D., 2019


Robin Mayer, Chair


Louis Abbotoni


Mark Hagar


Joshua Pinkham

Board of Selectmen
Damariscotta, Maine

Attest: Matthew J. Lutkus, Town Manager



**TOWN OF DAMARISCOTTA
WARRANT
FOR
SPECIAL TOWN MEETING
February 19, 2020**

LINCOLN, SS

STATE OF MAINE

TO: Jason Warlick, a Constable for the Town of Damariscotta in the County of Lincoln.

GREETINGS:

In the name of the State of Maine, you are hereby required to notify and warn the voters of the Town of Damariscotta, in said County, qualified by law to vote in Town Affairs, to assemble at the Damariscotta Town Hall at 21 School Street in said Town, on Monday, the 19th day of February A.D. 2020 at 5:30 PM, then and there to act on Articles 1 and 2.

- *THE SPECIAL TOWN MEETING WAS CALLED TO ORDER AT 5:50 PM BY THE TOWN CLERK, FOLLOWING A PUBLIC HEARING.*

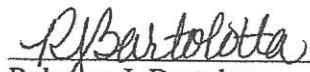
ARTICLE 1: To choose a Moderator to preside at said meeting.

- *ON MOTION MAYER/ABBOTONI TO NOMINATE LORRAINE FAHERTY AS MODERATOR. 3 DAMARISCOTTA RESIDENTS CAST WRITTEN BALLOTS TO ELECT LORRAINE FAHERTY MODERATOR OF THIS MEETING. VOTE: 3-0 IN FAVOR*

ARTICLE 2: Shall the Town designate, as a development district, the Main Street Damariscotta TIF District, consisting of the parcels identified on the Town's Tax Maps as Map 001- Lot 056-001, Map 010- Lot 022 and Map 001-Lot 053 and encompassing approximately 33.31 acres, and adopt the Main Street Damariscotta TIF District Development Plan, all in accordance with MRS Title 30-A Chapter 206.

- *ON MOTION PINKHAM/ABBOTONI TO APPROVE ARTICLE 2 AS WRITTEN. THERE WAS NO FURTHER DISCUSSION PRIOR TO VOTING.*
- *ARTICLE 2 PASSED AS WRITTEN.*
- *ON MOTION MAYER/ABBOTONI TO ADJOURN THE SPECIAL TOWN MEETING AT 5:54 PM VOTE: 3-0 IN FAVOR*

Respectfully Submitted



Rebecca J. Bartolotta
Town Clerk
Damariscotta, Maine