

Joint BOS and TIF Committee Workshop

June 18, 2020 @ 5:30 PM

Route 236 Sewer/Water Extension

1. Attendees

Town of Eliot		Underwood Engineers, Inc.
Richard Donhauser	Ed Henningsen	Cole Melendy Phil MacDonald
Alex Orestis	Caleb Sloan	
Philip Lytle, Sr.	Sarah Plocharczyk	
Robert McPherson	Charles Bradstreet	
	Randal Sturt	
Public Participants	Rosann Lentz	
	Dana Lee	
	Steve Robinson	
	Melissa Albert	

2. Overall Project Approach Workplan and Annotated Photos (Attachment A)

- Gravity Sewers
- Low Pressure Sewers
- Pumping Stations
- Force Mains

3. Project Schedule (Attachment B)

4. Utility Corridors, MDOT, Kittery Water District (KWD), and KACTS Coordination

- Sewer and water pipe corridors were accepted by MDOT and KWD
- Approved utility corridors consistent with previous/anticipated KACTS recommendations
- Approx. 1,200' of new 16" water west/north by private developer
- UE Waiting for response from MDOT about proposed pavement repair detail (5" asphalt assumed) and possible temporary pavement
- Future coordination with MDOT to identify MDOT overlay schedule (tentatively 2022) for project efficiency during final design

5. New Sewer Connections (Attachment C)

- Tables of TIF (37) and non-TIF (36) parcels within the new service area
- Town regulations require these parcels connect to the new sewer
- Town is considering exceptions for connection and working with UE and Legal Counsel
- Items for consideration regarding exceptions:
 - Lost sewer revenue
 - Past Town policy
 - Parcels from 1980s that currently pay betterment fees

6. Low Pressure Sewers

- Require individual grinder pumps for municipal sewer access/use
- Town policy regarding participation in grinder pump purchase, installation, and maintenance

7. Sewer Intermunicipal Agreement (IMA) with Kittery

- Existing IMA sewer capacity = 200,000 gpd
- Current average use = 120,000 gpd (2018)
- Existing allocation for planned development and unallocated reserve
- Increase in Eliot's capacity for TIF and additional growth recommended

TIF & Select Board Workshop

Remote

June 18, 2020 @ 5:30 PM

Remote Meeting Held via Zoom Due to COVID-19

Watch Meeting @ Town Hall Streams https://townhallstreams.com/towns/elliott_maine

Public Meeting Participation – Email

Send email inquiries / comments in advance or during the meeting to Dana Lee, Town Manager at townmanager@elliottme.org

Call 1-408-418-9388 *charges may apply depending on service provider

- **Enter Meeting Number 948 8644 2950 followed by #**
- **Enter Meeting Code 03903 followed by #**
- **You will now be connected by voice only to the meeting. All public participants will be muted upon entry, if you would like to speak as a call in, press *9 on the phone, the host will be notified that you want to speak. The host will advise the Chairman there is a public comment when the host can do so appropriately.**
- **Or if you would like to enter the meeting by video and audio, enter zoom meeting number above. You will be muted upon entry, if you want to speak, raise hand.**

Communication / Participation Process

Once you are accepted into the meeting by the host you will be muted until the Chairman of the Committee, and any Official Meeting Participants have ended their discussion on each agenda item. At this time, you along with any other call-in participants will be unmuted one by one in the order that you joined the meeting, asked to identify yourself and allowed the opportunity to ask questions or make comment. Once each caller has made comment / inquiry they will be muted again and the next caller will be opened for comment and so on. We do ask that you disconnect the call if you have no further comment. Any new callers or callers who still remain after each agenda item will again be called upon in the order the call was received. Thank you in advance for your patience and understanding, this is our first meeting of this type and we will do our very best to accommodate everyone's right to participate.

Attachment A – Workplan



Existing
Water

Proposed Low
Pressure Sewer

**Proposed Low
Pressure Sewer**

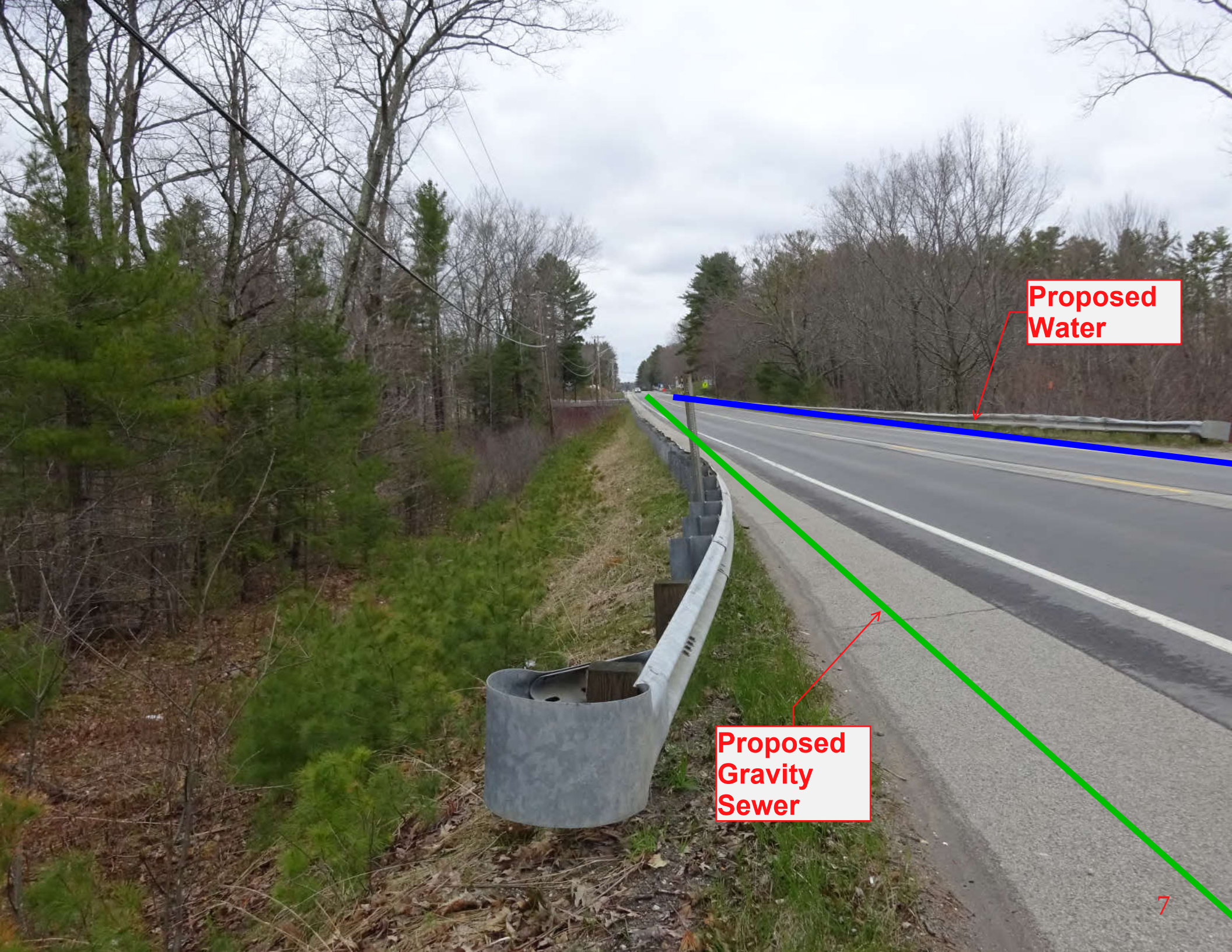


**Existing
Water**

**Proposed
Water**

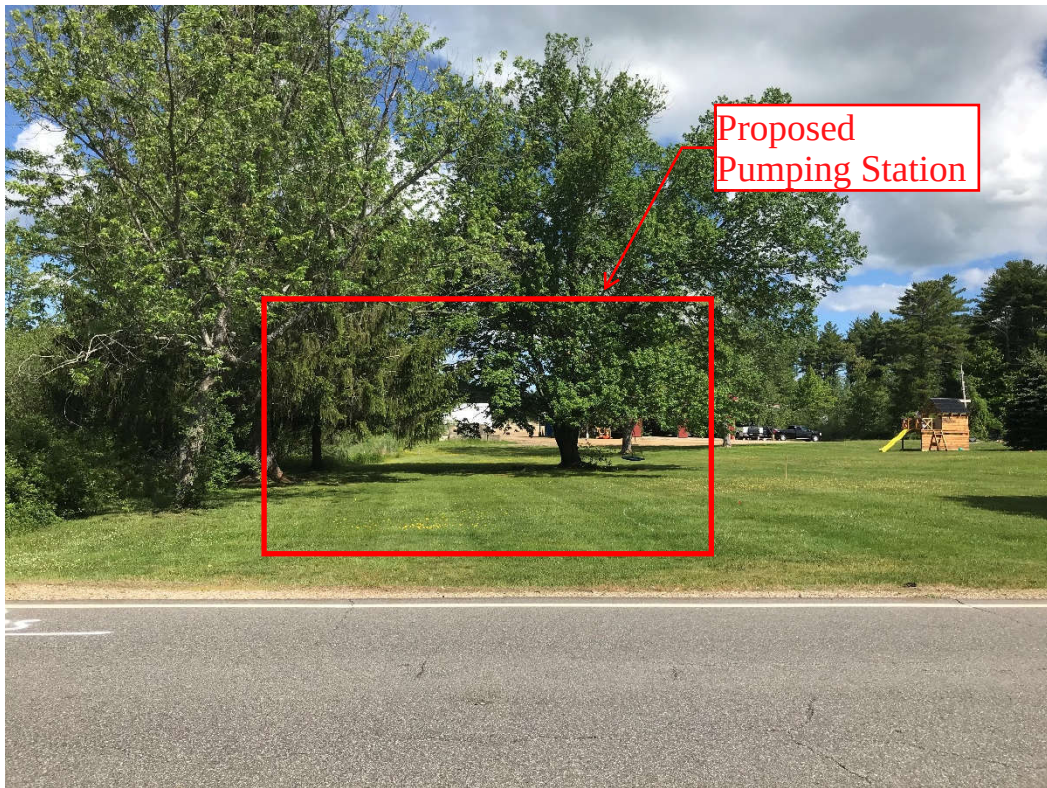
**Proposed
Force Main**

**Proposed
Gravity
Sewer**



**Proposed
Water**

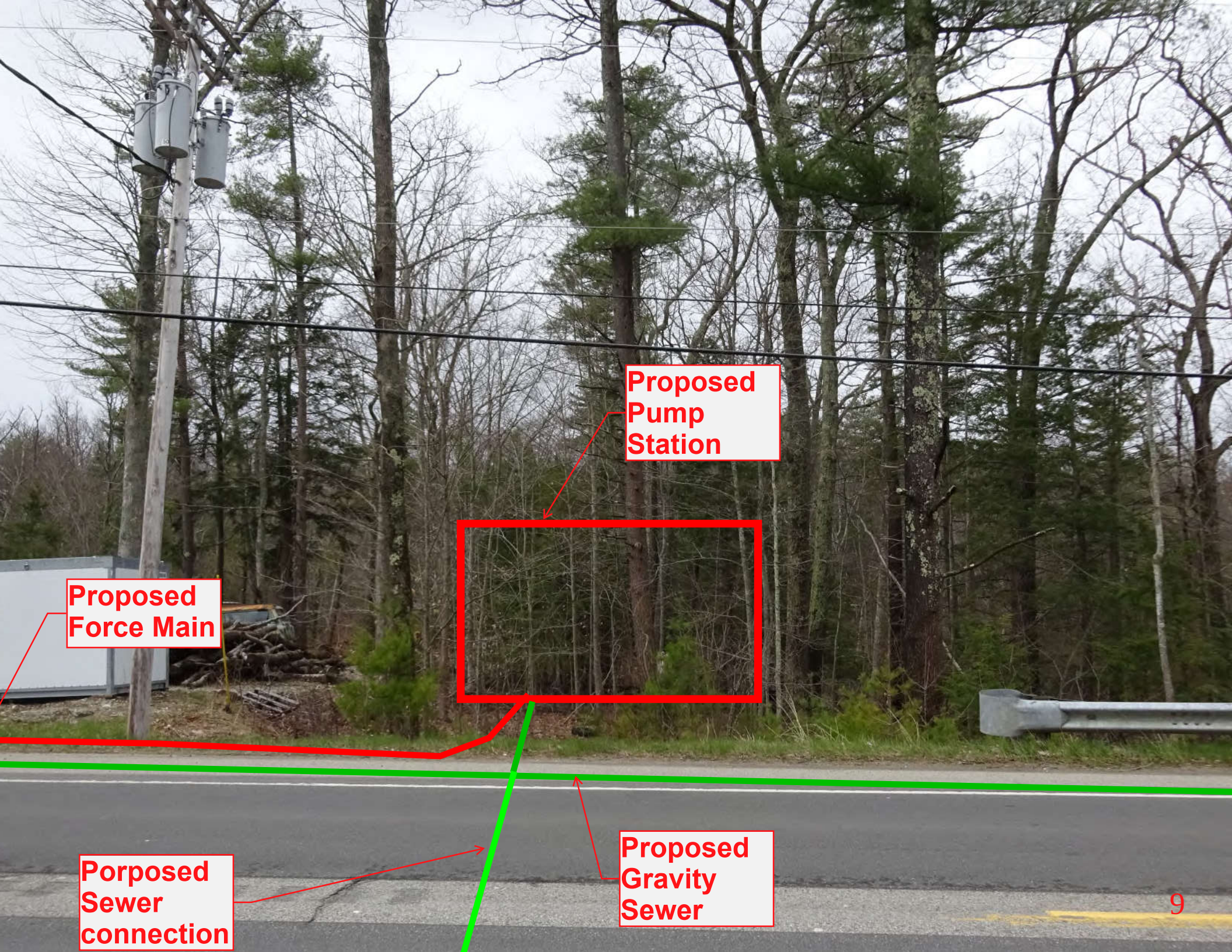
**Proposed
Gravity
Sewer**



Beech Rd. PS Site



Beech Rd. PS Site (Adjacent House)



**Proposed
Pump
Station**

**Proposed
Force Main**



**Proposed
Sewer
connection**

**Proposed
Gravity
Sewer**



Main St. PS



King's Highway PS

Attachment B – Communication Plan and Meeting Schedule

UE Communication Plan Meeting and Deliverable Schedule

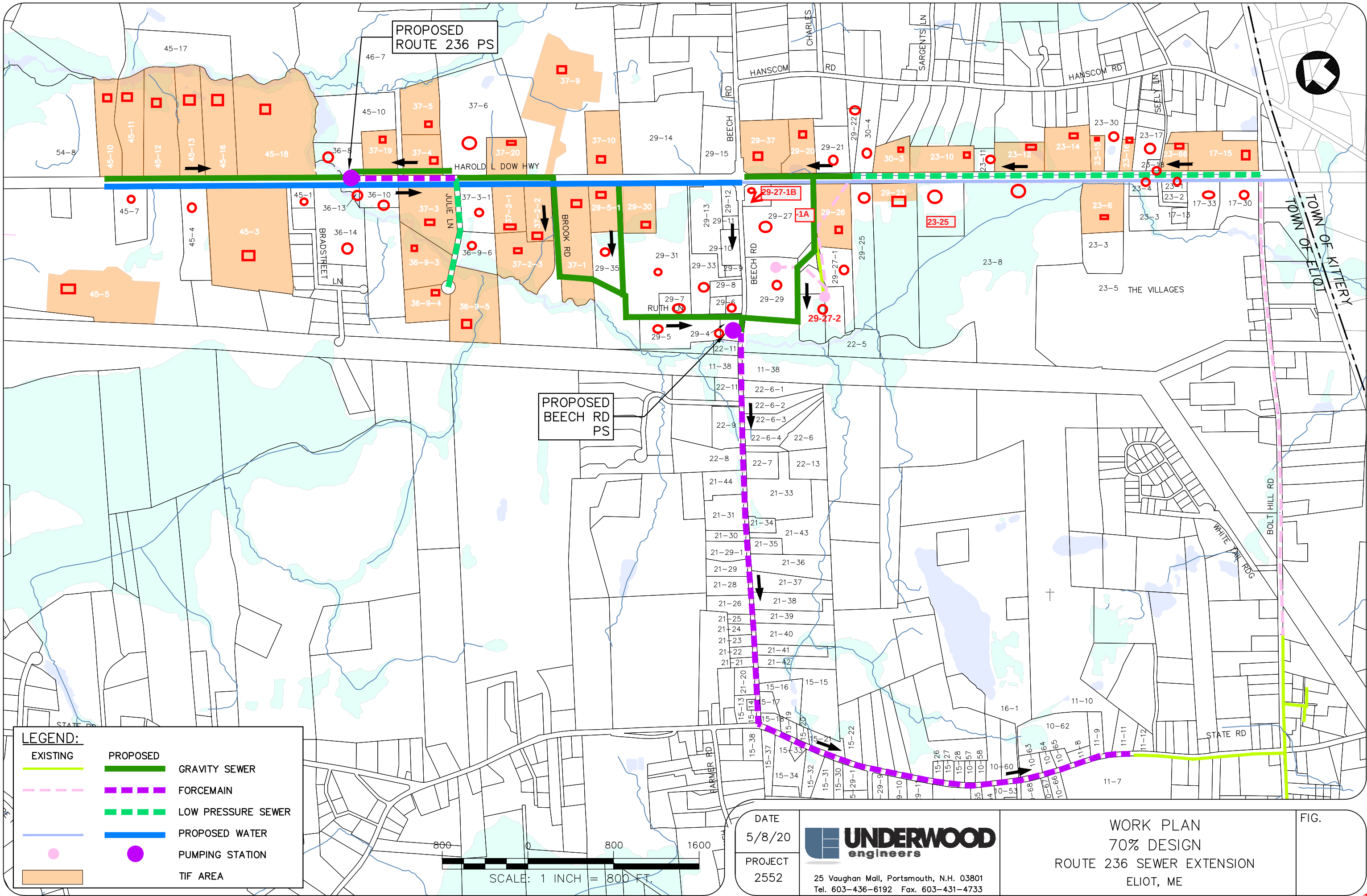
Meeting	Date	Time	Attendees	Purpose	Actions/Schedule
Kittery Water District Mtg (via zoom invite from KWD)	3-Jun	7:50 AM	Selectboard Chair, Town Manager, TIF Chair, UE?	Discuss water main sizing, cost sharing, hydrant rental relief, individual services, etc.	1. UE to send draft brief discussion points and workplan to Town by Friday, May 29 . Town to forward talking points to KWD when final in advance of meeting.
TIF Comm. Mtg	4-Jun	6:00 PM	Town Manager, TIF Committee, UE	Monthly Meeting w/ UE. TIF/Town to indicate the form for UE's SB presentation.	1. UE to send draft workplans and discussion points to Town by Tuesday, June 2
Regular SB Mtg	11-Jun	5:30 PM	Selectboard, Town Manager, TIF Committee, UE	Regular SB Meeting	1. UE to be available to answer SB questions
Coordination w/ Kittery Sewer	TBD (Target Mid/Late-June)	TBD	Selectboard Chair, Town Manager, TIF Chair, UE	Planning level discussion related to: Eliot current flow allocations, recent Eliot quarterly flows, anticipated increased flows from TIF sewers, process for increasing Eliot's flow allocation with Kittery, flow triggers for required Eliot improvements (PS and FM), flow triggers for downstream Kittery improvements	1. UE to send draft summary memo and discussion points to Town Approx 1 week prior to meeting (Target Wednesday, June 17 for UE materials)
					2. Town to schedule meeting with Kittery
Coordination w/ MDOT	TBD (Target Late-June if necessary at all)	TBD	Town Manager, TIF Chair, UE	Planning level discussion: Utility corridor alignment consensus, cross trenches, temporary pavement/traffic control requirements, traffic control in special sections (at bridges), final restoration requirements, planned MDOT project coordination	1. UE to send draft workplans and discussion points to Town, but meeting with MDOT may not be necessary until final design

UE Communication Plan Meeting and Deliverable Schedule

Meeting	Date	Time	Attendees	Purpose	Actions/Schedule
SB and TIF Joint Workshop	18-Jun	5:30 PM	Selectboard, Town Manager, TIF Committee, UE	UE to provide a 10-12 minute summary with 30-45 minute zoom meeting discussion	1. UE to be available to answer SB questions
Regular SB Mtg	25-Jun	5:30 PM	Selectboard, Town Manager, TIF Committee, UE	Regular SB Meeting	1. UE to provide draft powerpoint (or other form if desired by the Town) for review by Tuesday, June 9.
TIF Comm. Mtg	2-Jul	6:00 PM	Town Manager, TIF Committee, UE	Monthly Meeting w/ UE. Focus on preparation for SB workshop.	1. UE to send draft workplans and discussion points to Town by Monday, June 29
Joint TIF / SB Early Workshop	9-Jul	6:00 PM	Selectboard, Town Manager, TIF Committee, UE	Discuss Any Final Options	1. UE to provide draft design plans (50%) for review by Monday, June 29.
					2. Town to provide comments to UE by Wednesday, July 1
					3. UE to provide final version for inclusion by Town in SB packages by Thursday, July 2
SB / TIF Final Workshop	6-Aug	6:00 PM	Selectboard, Town Manager, TIF Committee, UE	Presentation of Design / Cost Est.	1. UE to provide draft design plans (70%) and cost estimates for review by Monday, July 27.
					2. Town to provide comments to UE by Wednesday, July 29
					3. UE to provide final version for inclusion by Town in SB packages by Thursday, July 30
Public Information Session	13-Aug	6:00 PM	Selectboard, Town Manager, TIF Committee, UE	Public Information Session	August 6 final workshop materials to be used
SB Regular Meeting	20-Aug	5:30 PM	Selectboard, Town Manager	Sign November warrant, including TIF bonding article	
DEADLINE FOR CLERK	27-Aug				Signed Warrant

Attachment C – New Sewer Connections

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LEGEND:

EXISTING	PROPOSED	
		GRAVITY SEWER
		FORCEMAIN
		LOW PRESSURE SEWER
		PROPOSED WATER
		PUMPING STATION
		TIF AREA

DATE 5/8/20	 UNDERWOOD engineers 25 Vaughan Mall, Portsmouth, N.H. 03801 Tel. 603-436-6192 Fax. 603-431-4733	WORK PLAN 70% DESIGN ROUTE 236 SEWER EXTENSION ELIOT, ME		FIG. 15
PROJECT 2552				

Town Of Eliot, TIF District Tracks of Land (updated 12/30/2019) **DRAFT**

Parcel Info				Ownership			Monitary Info.			Track Info.		
Map	Lot	OAV (3/31/2008)	Address	Owner	Address	Zip Code	Appraisal	Sale Price	Sale Date	Size (sf)	Acres	Existing Business
17	15	1,136,000	30 HL Dow Hwy	Dow Highway Properties LLC	1 Middle Street, Suite 1 Portsmouth, NH	03801	1,136,000	1,100,000	10/31/2018	261360	6.0	Manufacturing, 6 buildings on site
23	6	1,360,000	61 HL Dow Hwy	Prime Eliot LLC	85 Railroad Place, Saratoga Springs, NY	12866	1,248,300	3,660,000	12/11/2013	37500	0.9	Storage & Office Space
23	10	344,600	126 HL Dow Hwy	John E. Pollard & Carl L Archer	PO Box 61, Eliot, ME	03903	575,100	200,000	3/18/1994	150282	3.5	Boat Storage Bldg
23	12	149,200	100 HL Dow Hwy	Toro Properties LLC	9 Park St, Eliot, ME	03903	195,700	365,000	7/31/2017	131116	3.0	Auto Repair
23	14	427,400	11 Sanborn Lane	Amariah Propeties LLC	Frank Fortunato 26 Riverview Dr, Eliot	32063	385,600	525,000	1/11/2019		3.2	Office Building/Warehouse
23	15	142,200	72 HL Dow Hwy	Paul D Randolph	165 Hanscom Rd, Eliot	03903	221,000	0	10/27/2019	43560	1.0	
23	16	196,800	64 HL Dow Hwy	Tide Pools Learning Ctr, LLC	64 Harold L Dow Hwy, Eliot	03903	361,800	365,000	11/20/2017	37026	0.9	Child Care
23	66	229,100	6 Seely Lane	Seeley LLC	6 Seely Lane, Eliot	03903	412,300	0	11/6/2018	56628	1.3	Chiroprator, Wellness Center
29	5.1	90,400	257 HL Dow Hwy	DG Strategic II LLC	100 Mission Ridge, Goodelttsville, TN Attn: Tax Dept Store #15940	37072	531,900	300,000	4/24/2015	131551	3.0	Retail, Dollar General
29	20	501,800	178 HL Dow Hwy	Pathfinder Business Offices LLC	33 Creekview Dr, Eliot, ME	03903	626,700	600,000	6/21/2018	135036	3.1	Office Building
29	23	149,000	153 HL Dow Hwy	David Lawrence	21 Lynch Ln, Kittery	03904	244,400	350,000	9/15/2017	653400	15.0	Auto Repair
29	26	758,100	17 Levesque Drive	Eliot Commons Professional Park	C/O Haskell Kingston 17 Levesque Dr, Suite 4, Eliot, ME	03903	1,653,200	0	3/30/1988	194713	4.5	Eliot Commons Professional Bldg
29	30	573,500	249 HLDow Hwy	Prime Eliot LLC	85 Railroad Place, Saratoga Springs, NY	12866	767,200	3,660,000	12/11/2013	138956	3.2	Storage Facility/Office Space
29	37	117,100	220 Beech Rd	Prime Storage Eliot LLC	PO Box 480 Saratoga Springs, NY	12866	169,900	0	12/24/2018	213444	4.9	Vacant Land
30	3	225,200	150 HL Dow Hwy	Nancy Shapleigh	28 Sandy Hill Ln, Eliot	03903	338,100	0	7/1/1976	125017	2.9	Thrift Shop & Appartments
36	9.3	377,100	40 Julie Lane	Anchor Holdings LLC	PO Box 436, Plaistow, NH	03865	574,100	76,000	6/8/1999	200812	4.6	Warehouse/Business
36	9.4	303,100	56 Julie Lane	Kaph Inc	44 Riverview Dr., Eliot	03903	573,800	84,000	10/27/1999	131116	3.0	Warehouse/Business
36	9.5	76,200	61 Julie Lane	Julie Lane LLC	113 Government St., Kittery	03904	177,600	150,000	11/7/2005	300564	6.9	Vacant Land Used for Storage
37	1	420,800	265 HL Dow Hwy	Evan Churchill / Rosalie B Revocable Trust	1288 State Road, Eliot	03903	527,100	0	8/7/1987	326700	7.5	Retail, Agway
37	2.1	414,000	291 HL Dow Hwy	Paolucci Realty Trust/ PeterJ & Carmen S Paul Trustees	291 HL Dow Hwy, Eliot	03903	604,100	62,500	12/30/1994	130680	3.0	Northern Pool & Spa
37	2.2	241,600	4 Brook Dr.	Marie Moriarty	23 Landing Dr. Methuen, MA	01844	338,200	62,500	1/18/1996	130680	3.0	Warehouse

37	2.3	554,600	28 Brook Dr.	BMT Enterprises	10 Nordic Lane, Rollinsford, NH	03869	1,079,100	0	1/15/2010	232175	5.3	Seafood Distributor
37	3	332,400	6 Julie Lane	Ralph J Cresta	295 West Rd, Portsmouth, NH	03801	399,800	675,000	11/1/2017	261360	6.0	Warehouse, National Wrecker Service
37	4	108,000	14 Maclellan Lane	Heritage Operating LP/ Amerigas Propane LP	C/O The Albano Group, PO Box 1240, Manchester, NH	03105	167,400	100,000	6/28/2005	133729	3.1	LP Storage Tank
37	5	264,400	26 Maclellan Lane	Brown Dog Properties, LLC / Booth Hemingway	396 Beech Rd., Eliot	03903	795,000	65,000	11/22/1993	174240	4.0	Warehouse, Piscataqua Landscaping
37	9	671,100	276 HL Dow Hwy	Black Hawk Holdings LLC	276 HL Dow Hwy, Eliot	03903	1,060,800	2,600,000	6/17/2019	2090881	48.0	Warehouse
37	10	330,400	262 HL Dow Hwy	Rita Davis Revocable Trust	17 Elizabeth Ln, Kittery	03905	426,800	0	6/11/2018	191228	4.4	Truck Storage/Office
37	19	325,000	7 Maclellan Lane	Blake Dubin	336 Miller Ave Portsmouth NH	01760	355,100	430,000	4/3/2019	135036	3.1	Manufacturing/marijuana
37	20	170,000	290 HL Dow Hwy	AMP Realty Holdings	C/O Northern Pool & Spa 291 HL Dow Hwy Eliot, ME	03903	170,000	224,000	1/11/2010	131115	3.0	Vacant
45	3	382,000	393 HL Dow Hwy	Maritime Management LLC	500 Harrison Ave, Floor 4R, Suite 404, Boston, MA	02118	520,600	600,000	4/30/2001	718740	16.5	Warehouse, Repair Facility
45	5	195,200	413 HL Dow Hwy	Maritimes & Northeast Pipeline	C/O Duff & Phelps LLC, PO Box 2629, Addison, TX	75001	36,468,500	935,000	6/7/2007	4300679	98.7	Compressor Station
45	10	185,600	438 HL Dow Hwy	David J Beth	512 Danborn Rd, Acton, MA	04001	258,900	0	7/17/1985	182952	4.2	Auto Body Shop
45	11	620,000	428 HL Dow Hwy	Dana Tobey LLC	126 Fore Road Eliot, ME	03903	871,700	200,000	10/31/1997	222156	5.1	Sheetmetal Fabricator/API of NH
45	12	574,000	414 HL Dow Hwy	JP'S Shellfish, Inc.	PO Box 666, Eliot, ME	03903	815,300	121,750	6/2/1998	306662	7.0	Shellfish Wholesaler
45	13	995,600	406 HL Dow Hwy	Henrie Realty Trust / Stephen & Matthew Gagnon	PO Box 431, Topsfield, MA	01983	1,290,400	3,900,000	8/31/2015	255697	5.9	Business Park
45	16	1,091,500	398 HL Dow Hwy	Henrie Realty Trust / Stephen & Matthew Gagnon	PO Box 431, Topsfield, MA	01983	1,550,900	3,900,000	8/31/2015	291852	6.7	Business Park
45	18	128,100	384 HL Dow Hwy	Henrie Realty Trust / Marie & Matthew Gagnon	PO Box 431, Topsfield, MA	01983	2,375,200	3,690,000	7/24/2018	683892	15.7	Business Park

Totals		15,161,100					60,267,600					
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Town Of Eliot, Non-TIF District Tracks of Land Within New Service Area (updated 5/19/2020) **DRAFT**

Parcel Info			Ownership			Track Info.	
Map	Lot	Address	Owner	Address	Zip Code	Acres	Existing Business
45	1	9 Bradstreet	Patrick S. & Abby Cohen Bedard	P.O. Box 366, Eliot, ME	03903	1.0	Store/Shop
45	4	403 HL Dow Hwy	Seacoast Waldorf Association	403 Harold L. Dow Hwy, Eliot, ME	03903	5.1	Pre-School
45	7	429 HL Dow Hwy	Maritime & Northeast Pipeline LLC	c/o Duff & Phelps LLC, P.O. Box 2629, Addison, TX	75001	3.6	Warehouse
37	3.1	299 HL Dow Hwy	Natural Rocks Spring	299 Harold L. Dow Hwy, Eliot,	03903	3.0	Commercial Warehouse
37	6						
36	8	348 HL Dow Hwy	Gary & Maureen Finley	10 Wyman Avenue, Kittery, ME	03904	2.2	Auto Sales & Service
36	9.6	38 Julie Ln	BMT Enterprises	10 Nordic Ln, Rollinsford, NH	03869	3.0	Vacant
36	10	335 HL Dow Hwy	Stephen R. Thompson	335 Harold L. Dow Hwy, Eliot, ME	03903	1.0	Auto Repair
36	13	HL Dow Hwy	Town of Eliot	1333 State Road, Eliot, ME	03903	0.4	Vacant
36	14	37 Bradstreet Lane	Thomas R. & April L. Hundley	37 Bradstreet Lane, Eliot, ME	03903	8.0	Residential
30	4	247 Hanscom Road	Michael T. & Amanda M. Williams	247 Hanscom Road, Eliot, ME	03903	3.3	Residential
29	4	147 Beech Road	Bouchard, H O Inc	349 Coldbrook Rpad, Hampden, ME	04444	1.03	Proposed Pump Station
29	5	149 Beech Road	John E. Pollard	726 New Dam Road, Sanford, ME	04073	5.3	Commercial Warehouse
29	6	155 Beech Road	William A. Burt	155 Beech Road, Eliot, ME	03903	0.6	Residential
29	7	151 Beech Road	Nichole M. Procaccini	151 Beech Road, Eliot, ME	03903	1.4	Residential
29	21	162 HL Dow Hwy	Irving Oil Limited	P.O. Box 868, Calais, ME	04619	3.2	Gas Station
29	22	160 HL Dow Hwy	Michael F. and Donna J. Grogan	P.O. Box 482, Eliot, ME	03903	0.9	Residential

29	25	155 HL Dow Hwy	Matthew Letellier, c/o Eliot Donuts LLC	369 Lafayette Street, Hampton, NH	03842	7.7	Dunkin Donuts
29	27-1	33 Levesque Drive	M H Parsons & Sons Lumber Co	WoodBrdige Road, York, ME	03909	3.4	Office Building
29	27-1A	28 Levesque Drive	Sea Dog Realty LLC	86 Newbury Street, Portland, ME	04101	9.5	Shopping Mall
29	27-1B	28 Levesque Drive #2	Cumberland Farms Inc, Attn: Tax Dept.	165 Flanders Road, Westborough, MA	01581	1.2	Cumberland Farms
29	29	150 Beech Road	York/Cumbereland Mgmt Corp/Baron Place	Labrecque Property Management, P.O. Box 460, Sebattus, ME	04280	11.0	Housing Authority
29	27-2	38 Levesque Drove	Eliot Commons Senior Housing LLC	470 Fore St Ste 400, Portland, ME	04101	6.06	Residential
29	31	Harold L. Dow Hwy	M&T Realty LLC	519 US Route 1, York, ME	03909	11.7	Vacant
29	33	11 Galway Lane	Peter B. & Annette M. Cantrell	11 Galway Lane, Eliot, ME	03903	3.2	Residential
29	35	Appears to have been combined with another lot					
23	1	43 HL Dow Hwy	Blakeslee McElroy LLC	14 Cove Road, Eliot, ME	03903	0.5	Office Building
23	4	2 Sunrise Street	Terrance E. Chick	2 Sunrise Street, Eliot, ME	03903	0.8	Residential
23	8	135 HL Dow Hwy	Tim A. Pickett	P.O. Box 242, Eliot, ME	03903	45	Vacant
23	11	114 HL Dow Hwy	ENI 114 Hld Hwy LLC	2 International Way, Lawrence, MA	01843	1.1	Auto Repair
23	17	7 Seely Lane	Bryan K. and Iola M. Gilman	7 Seely Lane, Eliot, ME	03903	2.0	Residential
23	18	5 Seely Lane	Jeffrey L. Gilman	5 Seely Lane, Eliot, ME	03903	0.3	Residential
23	25	143 Harold L Dow Hwy	Tim A. Pickett	P.O. Box 242, Eliot, ME	03903	5.0	Residential
23	30	165 Hanscom Road	Paul D. Randolph	165 Hanscom Road, Eliot ME	03903	4.0	Residential
17	30	21 HL Dow Hwy	21 Harold L. Dow Highway LLC	1293 Main Street, Sanford, ME	04073	3.0	Store/Shop
17	33	25 HL Dow Hwy	Chloe Allegra Holdings LLC	117 Old Farm Lane, Eliot, ME	03903	3.0	Commercial Warehouse