

**OFFICIAL MINUTES: Business Meeting  
Eliot Tax Increment Financing Committee Meeting  
Eliot, Maine 03903**

**DATE: November 15, 2018  
APPROVED: December 13, 2018**

**OFFICERS:**

**Chair: Michael Dupuis  
Vice chairman: Michael Moynahan  
Secretary: Sarah Plocharczyk**

The meeting was called to order at 6:00 PM at the Eliot Town Hall.

**In attendance:** Dana Lee, Douglas Greene, Charles Bradstreet (Charlie), Edward Henningsen (Ed), Michael Dupuis (Mike D), Michael Moynahan (Mike M), Sarah Plocharczyk, Randall Stewart, Caleb Sloan,

**Public input:** James Tessier & Jack Murphy present, no comments.

Dana Lee, Town Manager, handed out Eliot Tax Increment (TIF) Financing Ad Hoc Committee By-Laws Adopted August 23, 2018 packet (See attached Packet) to all member present and emphasized Article 5 Meetings: The Chair will have to be notified of a member's absence prior to the meeting.

*Election of Officers:*

Michael Dupuis is elected to position of Chairman

Michael Moynahan is elected to position of Vice Chairman

Sarah Plocharczyk is elected to position of Secretary.

Dana then reviewed Eliot Tax Increment (TIF) Financing Ad Hoc Committee By-Laws Adopted August 23, 2018 packet with emphasis that members should review the packet on their own time.

Included in Packet: Town of Eliot Use of TIF Funds Plan generated in 2015. PXP Compressor Station will be adding an additional compressor. Currently the station adds \$560,000 to \$570,000 into the TIF annually. Upon completion of new compressor in 2020 this may add an estimated \$900,000 annually for a total of roughly \$1.5 million a year for the next 21 years.

Packet includes a Rural Development Center Benefits of Affordable Child and Elder Care Services. Research done by Melissa and Emily (Previous Planner) if a town provides child care it gets people into the work force. No mention of elder care but does have an impact on families and the workforce.

Packet includes a spreadsheet "leverage concept" – take out loans against future revenues of the TIF. Mike D brought up that Richard Donhauser is a registered CPA.

Experts can be hired to test viability of future TIF projects. We have the authority in By-Laws to bring in specialists. Still need to go to the Select Board for approval.

Packet includes Summary of Tax Increment Financing Survey Findings from November 2015. Surveys were implemented by mail with postage paid, survey was put together by the previous TIF committee. As a board we may have to do more focused surveys. It was also noted that the order of the questions of the survey may have affected the outcome of some of the questions. Surveys are a good way to communicate to the town why particular projects might be pursued.

Also included in Packet, Chuck Lawton gave 3 mini reports and one summary report (summary report included in packet) regarding what economies are growing and which ones are looking for space. Which of these is the best fit for Eliot. Emphasis on “linkage” roads between Route 236 and State Road. If no TIF development on 236 need to link to 236. Table 2 included in this report, numbers circled in red line up with survey results previously included in packet.

Packet includes Current 2017 adopted TIF document approved by the voters. Table 1 is the “menu” of TIF approved projects that the town can pursue. Cost Estimate column is a placeholder – not beholden to these figures. We would need to go back to the Select Board if we wanted any changes, however Dana emphasized that we should make what we have work. Once project is decided to be pursued by Committee should probably run it by the State to ensure that it will be approved. Caleb wanted to know if other towns had examples of success stories on their TIF pursuits. If in support of a particular project/property could sewer extend to cross 236 to make it viable? Mike M: Zoning would be a problem. Roads are currently undersized. Sidewalks a big benefit but are pricey with no economic development. Charlie: Why develop in a place with no foot traffic? Want to get something to invest in and get a return. After 21 years will have no TIF money but left with assets to maintain.

Packet also includes original 2009 TIF development plan that ONLY included water and sewer on 236. Mike M: This was simple per the advice of the attorneys to keep it narrow and jump off from here. Jack: We knew we wanted sewer to the school and beyond. The 236 sewer was state approved but state doesn’t care about town “problems” aka school sewer issues, only care about economic development.

What are the committee’s next actions: Mike D: What should we be doing next? Public hearing? Should we meet with Joan (state attorney)? Ed: I want more education. Mike D: Should we have meetings twice a month? Mike M: I think we should task the committee to review the material we received tonight and look for the positives and negatives.

Next meeting will be 29 November at 6pm. Probably best for us to use this meeting to talk out existing information before we have a meeting with Joan or other state attorneys. 13 December will be the meeting with Joan. Douglas: The committee will make recommendations to the Select Board for the next ballot for a recommended project. The Select Board will tweak it, maybe give it back to the TIF

Committee for changes, then it goes on the ballot. Then gets run by the State for approval, then has to go through the bonding process.

Mike D: What are the guidelines for meetings outside of meetings? Dana: 3 regular members cannot be in the same place talking about TIF issues. One on one is okay. Workshop sessions – everything is open to the public so always need a chance for public comment. Public comments will be at the beginning of the meetings, that way Chair can decide to address comments or go on with planned business of the meeting. Additionally, emails are not a place for opinions, only to share information.

Caleb: It would be good to see where the linkage roads/sites could be located. Mike M: Those are limited by land mass. Need a GIS map of the area that TIF applies to. That would be good for the next meeting. Dana: We can get that for the next meeting.

TIF info will continue to be updated and put on the town website.

Jack: Think about the calendar going forward. Keep in mind climate change and that the town has a tidal river. Additionally, ensure that alternate committee members are used equally as possible.

Mike M: We need to stand together as a committee, present to the Select Board as a group, regardless if it was a non-unanimous decision.

Ed made a motion to adjourn, Mike D seconded, unanimously approved. Meeting adjourned at 7:25 pm.

Respectfully submitted,

Sarah Plocharczyk

Secretary, TIF Committee

Cc: Eliot Town Clerk, Commission Members, Commission File