

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

**DATE: January 7, 2020  
APPROVED: FEB 4, 2020**

**OFFICERS:**

**Chair: Edward Henningsen  
Vice chairman: Caleb Sloan  
Secretary: Sarah Plocharczyk**

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

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4 **In attendance:** Edward Henningsen (Ed), Sarah Plocharczyk, Charles Bradstreet (Charlie), Randall (Randy)  
5 Stewart, Caleb Sloan, and Rosann Lentz.

6 Absent: Dana Lee

7  
8 Public input: None.

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10 RFQ in package for Select Board meeting, should be put on website – too big, do not want to print and  
11 mail. Legal question – concern from last meeting regarding involving engineering from the beginning.  
12 Need to go out and do a RFQ. They will have to bid with every other firm that is interested. Currently  
13 no comments on the RFQ- next step on to the Select Board. Southern Maine Planning & Development  
14 (SMPD) doing a mailing to TIF property owners with questions such as if sewer/water goes in will they  
15 connect or do they intend to maintain the property in the future? SMPD thinks they will generate  
16 interest in Rt. 236 with regards to development. SMPD was involved with the traffic study on Rt. 236  
17 and Eliot asked them to do the mailer. Traffic study looks like it will be approved – intent to incorporate  
18 traffic plans into Rt. 236 development project.

19  
20 Caleb has list of engineering firms provided by Dana. Town sent out letters to TIF property owners but  
21 only had a few responses. Hope to see a better response rate with this mailer prepared by SMPD. We  
22 will be able to get a draft and be able to provide comments before mailer goes out. Ed – should we  
23 reach out to engineering firms? Caleb- we don't want to do that. Does a business consultant have  
24 advice on how to market properties on Rt. 236 – want some economic development background. Randy  
25 – we would need approval from Select Board as that would "broaden our charge." There is concern that  
26 if we build it no one will come. What do we think the TIF District can develop into?

27  
28 Timeline in RFP. Engineering work done by September so we can go work on bonding. Need 70%  
29 engineering complete for budget figures (already done roughly 30%, in theory). Then we can go to a  
30 vote for bonding followed by contracts for RFPs to finalize pricing. The town also needs to decide to  
31 burden the whole project or go in State of Maine in the bonding process. Vote for bonding, bonding,  
32 finish engineering, budget vote for bonding in November if all goes well. Last vote had low voter  
33 turnout. November is a national election – will have much better voter turnout so we will need a

defined approach to getting information out to voters. Public Hearing was great – more of this will be better for voters to express concerns/questions. Education is key. Possibility of using the town website to funnel questions about the TIF. Need to listen to concerns from John and others from last public hearing:

- 1) Who will pay for future repairs? Will it generate enough revenue without the burden falling back on taxpayers?
- 2) Negative impact on the environment (Eliot has many wetlands along Rt. 236)?
- 3) Regarding user fees and betterment fees, we (Eliot) have learned from original sewer and how it went wrong. History of mismanaged money but this history has been learned and doesn't apply to future situations (hopefully). Rules have been rewritten to account for those experiences.
- 4) Confusion on what services are currently on Rt. 236 – specific engineering questions.

Would want engineering to be present at any public hearing/meeting so they can address specific engineering questions had by the public. Need to contact Kittery Water District – own water up to Beech Rd. Dana should reach out – do they have the volume to meet (future) needs? How much will that cost? Should invite them to future TIF meeting.

Should firm up the RFP timeline and publish so the public knows the “plan.” Should run current proposed timeline by engineering firm to see if it is even feasible. Need to talk with Maine DOT because we may not be up against a wall regarding Rt. 236 improvements scheduling. We will get a clearer picture from town voters in November with increased voter turnout.

Next meeting – invite a community development person from SMPD or some other recommended person. Really need to account for zoning on how economic development is driven. Zoning affects what comes in on Rt. 236. What financing is feasible and cost effective? What can zoning do for Rt. 236? Need to talk to the planner, Kittery Water District manager. Select Board meeting is on Thursday. May also want to contact Middle School (school district) to confirm the condition of the school's waste disposal system. Randy will reach out. Dana should reach out to the planner and Kittery Water District.

Next meeting 4 February.

Ed motioned to adjourn meeting at 6:45 PM, Randy seconded. All in favor 5:0.

Respectfully submitted,

Sarah Plocharczyk

Secretary, TIF Committee

Cc: Eliot Town Clerk, Commission Members, Commission File