

**Town of North Yarmouth  
Select Board Meeting Agenda  
Tuesday, January 17, 2023  
LUO Workshop  
6:00 PM  
Regular Business Meeting  
7:00 PM**

**Wescustogo Hall & North Yarmouth Community Center**

**Select Board Members**

Brian Sites, Chairperson  
Andrea Berry, Board Member

Paul Hodgetts, Board Member  
Kate Perrin, Board Member

Amy Haile, Board Member

**I. Call to Order**

- Pledge of Allegiance
- History Minute

**II. Public Hearing**

A. First Amendment to Village Omnibus Municipal Tax Increment Financing District and Development Program

**III. Special Presentations**

**IV. Announcements**

**V. Consent Agenda**

- A. Payroll Accounts Payable Warrants
- B. Municipal Accounts Payable Warrants
- C. Select Board Minutes- 1/3/2023

**VI. Public Comment - Non-Agenda Items**

**VII. Management Reports & Communications**

- A. Select Board Committee Reports:
  - 1. EDSC-Selectperson Perrin
  - 2. Parks-Selectperson Berry
  - 3. Planning Board-Selectperson Hodgetts
  - 4. Waste Reduction Committee-Selectperson Berry
  - 5. Living Well in NY-Selectperson Haile
  - 6. Zoning Board of Appeals-Selectperson Hodgetts
  - 7. Recreation Advisory Board-Selectperson Haile
  - 8. Joint Standing Committee-Selectpersons Berry & Sites
  - 9. Walnut Hill Parkway-Selectperson Sites & Hodgetts
  - 10. School Fund Committee
- B. Town Manager's Report
- C. Department Head Reports

**VIII. Old Business**

- A. Board and Committee Appointment Process
- B. Adopt First Amendment to the Village Center TIF District

**IX. New Business**

- A. MDOT Modification #1-Municipal Partnership Initiative (MPI) Agreement
- B. Schedule Workshop for Results of the Fire Station Study-2/21/2023
- C. Schedule Workshop to Discuss Budget Items- 3/7/2023
- D. Budget Schedule & Annual Town Meeting Schedule-Adoption

**X. Any Other Business**

**XI. Adjournment**

**REMINDERS TO THE ATTENDING PUBLIC:** Please mute all digital devices; Select Board meetings are open to the public, but the public may not speak unless recognized by the Chairperson first. **Workshops:** The public is welcome to attend workshops and listen to the discussion that takes place. The purpose of holding a workshop is to provide the Select Board with the opportunity to focus on specific town matters to later present at a regular business meeting. Therefore, public participation is limited to only regular business meetings of the Select Board.

**Version 1.0 – 1/17/2023**

# Town of North Yarmouth Select Board Business

## *Summary of Recommended Motions & Other Action Items*

January 17, 2023

### ***V. Consent Agenda***

Motion \_\_\_\_\_, Second \_\_\_\_\_ Vote \_\_\_\_\_

A. Municipal Accounts Payable Warrants

#61 \$ 2,891.60

#62 \$49,076.75

# \$

B. Municipal Payroll Warrants

#59 \$ 12,866.20

#60 \$ 40,757.47

C. Select Board Minutes-January 3, 2023

### **Suggested Motion**

**To approve the consent agenda as presented.**

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### ***VIII. Old Business***

A. Board and Committee Appointment Process

Motion \_\_\_\_\_, Second \_\_\_\_\_ Vote \_\_\_\_\_

### **Suggested Motion**

**To approve the Board and Committee Appointment Process as Presented.**

B. Adopt First Amendment to the Village Center TIF District

Motion \_\_\_\_\_, Second \_\_\_\_\_ Vote \_\_\_\_\_

### **Suggested Motion**

**To recommend adoption of the First Amendment to the Village TIF District.**

# Town of North Yarmouth Select Board Business

## *Summary of Recommended Motions & Other Action Items*

### ***IX. New Business***

#### **A. MDOT Modification #1-MPI Agreement**

This Modification amends a Three-Party Municipal Partnership Agreement that was executed by MaineDOT on 9/29/2021, with the Portland Area Comprehensive Transportation System (PACTS), and the Municipality of North Yarmouth for proposed improvement to Cumberland and Walnut Hill Road.

The maximum amount of the agreement shall be increased by \$12,000 from \$650,000 to \$662,000. Additional PACTS MPI funds became available due to withdrawn projects. The additional funding granted to W.I.N. #025813.00, by the Executive Board, was \$6,000.

Motion \_\_\_\_\_, Second \_\_\_\_\_ Vote \_\_\_\_\_

#### **Suggested Motion**

**To approve modification #1 to the MPI Agreement for W.I.N. #025813.00 in the amount of \$12,000 for a project estimate of \$662,000 and authorize the Town Manager to execute the agreement.**

#### **B. Schedule Workshop for Results of the Fire Station Study-2/21/2023**

Port City Architecture will be present to present Phase I of the Fire Station Study to the Select Board. This project was approved by the Select Board on July 19, 2022. The funding for the study is coming from the TIF reserve-professional services.

Motion \_\_\_\_\_, Second \_\_\_\_\_ Vote \_\_\_\_\_

#### **Suggested Motion**

**Schedule a workshop on February 21, 2023, at 6:00pm to hear the results of Phase I of the Fire Station Study by Port City Architecture.**

MEMORANDUM

TO: North Yarmouth Select Board  
Diane Barnes, Town Manager

CC: Ben Scipione, Code Enforcement Officer

From: Kate Burch, Planner, North Star Planning  
Ben Smith, AICP, Principal

RE: North Yarmouth Land Use Ordinance Audit

Date: January 10, 2023

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**Project Overview**

The Town of North Yarmouth has contracted North Star Planning to complete an audit of the Land Use Ordinance (LUO).

Scope of Work

- Review ordinance structure and essential elements
- Review for consistency and clarity in definitions, standards, and zoning district requirements
- Review site plan and subdivision processes and standards
- Coordinate review with Select Board
  - **January workshop to provide initial feedback and solicit input on usability and technical issues with the LUO**
  - Meet with Town staff and Planning Board to understand problematic sections and standards for those who regularly work with the LUO
  - Hold 2 workshops (or a joint workshop) with Select Board and Planning Board on draft findings and recommendations

Timeline

- 12/2022: North Star Planning started an initial review of the Land Use Ordinance
- 1/17/2023: Select Board Workshop
- TBD February: Meet with Town Staff/Planning Board
- TBD February: Joint SB/PB workshop on draft findings and recommendations
- Complete document submitted to Town by end of March

### Deliverables

- Findings & Recommendations document
  - Redline copy of LUO with minor corrections (typos, spelling, etc.)
- 

### **Initial Feedback**

#### General Clean-Up:

- Remove references to expired items
- Edit for typos and missing table fields
- Consistent naming throughout ordinance
- Remove sections that duplicate state regulations.
- All definitions should be in the definitions section, with no standards in the definitions

#### Improve structure and organization to make it easier to read and use:

- Definitions, performance standards, and application submission requirements are found throughout the ordinance.
- Regulations for signs, roads, and open space are in many different sections and should each have their own topical chapter.
- Standardize chapter organization so each section has purpose, applicability, procedures, etc.
- Add more topic headings so it's easier to locate sections of code

#### Clear and specific standards for review processes:

- Consistent submission requirements for number/size of paper copies, electronic copies.
- Clarify application stages and timelines for site plan and subdivision applications, including when public hearings and site walks are required.
- Each application stage should have listed submission requirements that do not duplicate submission items. No submission requirements should be listed in other sections of the ordinance.
- Clarify amendment and waiver procedures
- Add "post approval" sections for site plan and subdivision to cover performance guarantees and plan expiration.
- Performance standards for site plan and subdivision review should be in their respective chapters.
- Move special district dimensional requirements (Resource Protection, Groundwater Overlay) with land use standards.

# TOWN OF NORTH YARMOUTH

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First Amendment to Village Omnibus Municipal Tax  
Increment Financing District and Development Program

Approved by Town Meeting: \_\_\_\_\_

**First Amendment  
Town of North Yarmouth Village Omnibus  
Municipal Tax Increment Financing District and Development Program**

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**First Amendment  
Town of North Yarmouth Village Omnibus  
Municipal Tax Increment Financing District and Development Program**

**I. Introduction**

**Section 1.01: History of Original Development Program.**

The Town of North Yarmouth designated the Village Omnibus Municipal Development Tax Increment Financing District (the “District”) and approved a municipal tax increment financing district development program for said District (the “Development Program”) by vote of its Town Meeting on April 6, 2019. The District and Development Program were approved by the Maine Department of Economic and Community Development (“DECD”) by letter dated July 29, 2019 to be effective for a term of thirty (30) years through June 30, 2049.

The District as originally approved consisted of 231.21 acres total, including properties located within the Town’s village center surrounding Walnut Hill Road (the “Village Center”). The District was designed to include properties where the Town anticipated development to occur, which would enable the Town to use revenues generated from the District to make investments in the District to support existing businesses and new commercial development and infrastructure improvements. In particular, the Development Program contemplated the use of TIF revenues to fund capital expenditures related to public safety and fire protection, improve village-area amenities, and fund sidewalk and streetscape projects, among other public projects. To date, the Town has utilized captured TIF revenue for professional services, economic development programs, street improvements, recreational trail improvements, and administrative costs.

The footprint of the District included only a portion of certain properties. This resulted in a slight discrepancy on the acreage and original assessed value of the District, which resulted in a technical revision to the District and Development Program as reflected in a letter from DECD dated August 5, 2020. This technical revision clarified that the acreage of the District was 263.92 and the taxable Original Assessed Value of the District as of March 31, 2019 (April 1, 2018) was \$16,651,400. Since the technical revision, the Town has noted further discrepancies between the acreage of the parcels listed in the Development Program and the Town’s current assessing records, some of which have been updated with more accurate surveys as properties have been developed. The actual acreage of the District per the Town’s current assessing records is 256.78 acres.

The District also included a few parcels of vacant land, which have since been developed into residential subdivisions. At the time of designation of the District, those parcels were identified as property on which commercial development could occur. In light of how these parcels have been developed since that time and that they no longer have the potential for commercial development, the Town now seeks to remove them from the District.

This First Amendment seeks to correct the acreage discrepancies and reduce the footprint of the District as originally approved, together with the items identified in Section 1.02 below. The Town’s intention at the time it adopted the Development Program was to capture up to 100% of



the increased assessed value to fund certain public facilities and projects as well as future credit enhancement agreements to attract new businesses or encourage business expansion, subject to Town Meeting approval. The amendment of this District and Development Program will enable the Town to continue its efforts to enhance and broaden the economic development and employment opportunities within the community through the use of tax increment revenues from the District as necessary and appropriate. These new economic development and employment opportunities within the District will benefit residents and business owners throughout the Town and will maintain and broaden the tax base within the Town.

### **Section 1.02: Amendment of District and Development Program.**

The Town now desires to amend the boundaries of the District and the authorized project costs of the District for the purpose of enhancing the economic development and employment opportunities within the District and outside of the District to the extent made necessary by or related to activities within the District.

These amendments are intended to advance the original economic development goals of the District and Development Program to provide new employment opportunities within the Town and to continue improving and broadening the Town's tax base and the general economy of the Town and the State of Maine.

Accordingly, the District and Development Program are hereby amended for the following purposes:

(a) to remove certain parcels from the District that have been developed for residential purposes and to add one adjacent parcel that may be used for commercial development;

(b) to revise the acreage and Original Assessed Value consistent with the amendment of the District boundaries;

(c) to provide updated estimates of the tax increment revenues and tax shifts for the extended term of the District; and

(d) to add authorized project costs related to public safety and affordable housing, and update the estimated project costs to include the additional estimated tax increment revenues to be captured during the extended term of the District.

## **II. Amended Development Program**

### **Section 2.01: Original Assessed Value.**

The Original Assessed Value of the District was certified in the original Development Program to be \$16,630,200 as of March 31, 2019 (April 1, 2018). An error in this value was identified following the approval of the District and Development Program by DECD and a technical revision was submitted to establish the Original Assessed Value of the District as

\$16,651,400 as of March 31, 2019 (April 1, 2018). The Town has used this Original Assessed Value since the first year of the District and all captured tax increment revenue has been based on this Original Assessed Value. With this First Amendment, and the removal/addition of certain properties from the District, the Original Assessed Value of the District is \$15,882,100 as of March 31, 2022 (April 1, 2021). The Town will use this Original Assessed value following approval of this First Amendment effective with the tax year beginning April 1, 2023. The attached Exhibit B certifies the Original Assessed Value of the District as amended.

**Section 2.02: District Boundaries.**

The property within the District and the physical boundaries as identified on Exhibit B and Exhibit D to the original Development Program are hereby amended effective April 1, 2023 as set forth in Exhibit B, Exhibit C and Exhibit D hereto.

The acreage of the District as originally designated was 231.21 acres, and corrected via a technical revision to 263.92 acres. Upon review of current assessing records, the actual acreage of the District is 256.78. This amendment shall remove 119.11 acres from the District and add 1.00 acre to the District as listed above, resulting in a total acreage of the District as amended of 142.16 acres.

A new Statutory Requirements and Thresholds Form is attached hereto as Exhibit A to reflect the acreage and Original Assessed Value of the District as amended.

**Section 2.03: Calculation of Tax Shifts.**

The projected tax increment revenues as of the original designation of the District and adoption of the Development Program were \$2,164,714.00 over thirty (30) years. The Town has historical tax data available from the tax year beginning April 1, 2019, and Exhibit E and Exhibit F attached hereto reflect the actual captured assessed value and tax increment revenue for each year of the District since that time, plus updated tax increment revenue and tax shift projections through the end of the District term as amended.

**Section 2.04: Project Costs and Public Facilities Descriptions.**

Exhibit A of the Development Program (Municipal Approved Project Cost Table) provided a list of projects authorized to be funded through captured TIF revenue pursuant to the Development Program. The Town hereby authorizes the use of captured TIF revenue within the District for the additional public improvements and projects as authorized by Maine law since the adoption of the Development Program as set forth in Exhibit G.

**Section 2.05: No Other Changes.**

Except as expressly amended by this First Amendment, the Development Program shall not be altered and is hereby ratified and confirmed in all respects.

**Section 2.06: Notice of Public Hearing and Approval of Amendment.**

The Select Board, at a meeting duly called and held on December 13, 2022 voted to hold a public hearing. A copy of the Notice of Public Hearing published in *The Forecaster*, a newspaper of general circulation in the Town of North Yarmouth on December 29, 2022 and January 5, 2023 is attached hereto as Exhibit H. A public hearing pursuant to such Notice was held on January 17, 2023. The minutes of the public hearing are attached hereto as Exhibit I. Following the public hearing, the Select Board voted to hold a Special Town Meeting and approved the warrant for said meeting, a copy of which is attached hereto as Exhibit J. A Special Town Meeting was held on February 4, 2023 and the voters of the Town approved this First Amendment as presented to the Select Board at the Public Hearing held on January 17, 2023. A copy of the results of the Special Town Meeting are attached hereto as Exhibit K.

**EXHIBIT A: Statutory Requirements & Thresholds Form**

<b>SECTION A.   Acreage Caps</b>		
1. Total <b>municipal</b> acreage;	13,702.40	
2. Acreage of <b>proposed</b> Municipal TIF District;	142.16	
3. <b>Downtown-designation</b> <sup>1</sup> acres in proposed Municipal TIF District;	0	
4. <b>Transit-Oriented Development</b> <sup>2</sup> acres in proposed Municipal TIF District;	0	
5. <b>Total acreage</b> [=A2-A3-A4] of proposed Municipal TIF District counted toward	142.16	
6. <b>Percentage</b> [=A5÷A1] of total acreage in proposed Municipal TIF District	1.04%	
7. <b>Total acreage</b> of all <u>existing/proposed</u> Municipal TIF districts in municipality <b>including</b> Municipal Affordable Housing Development districts: <sup>3</sup> Village Omnibus District – 263.92	Existing	263.92
	Proposed	-121.76
	<b>Total:</b>	<b>142.16</b>
<b>30-a § 5223(3) Exemptions</b> <sup>4</sup>		
8. Acreage of an <u>existing/proposed</u> <b>Downtown</b> Municipal TIF district;	0	
9. Acreage of all <u>existing/proposed</u> <b>Transit-Oriented Development</b> Municipal TIF districts:	0	
10. Acreage of all <u>existing/proposed</u> <b>Community Wind Power</b> Municipal TIF districts:	0	
11. Acreage in all <u>existing/proposed</u> Municipal TIF districts <b>common to</b> <sup>5</sup> Pine Tree Development Zones per 30-A § 5250-I (14)(A) <b>excluding</b> any such acreage also factored in Exemptions 8-10 above:	0	
12. <b>Total acreage</b> [=A7-A8-A9-A10-A11] of all <u>existing/proposed</u> Municipal TIF districts counted toward 5% limit;	142.16	
13. <b>Percentage of total acreage</b> [=A12÷A1] of all <u>existing/proposed</u> Municipal TIF districts (cannot exceed 5%).	1.04%	
14. <b>Real property</b> in proposed Municipal TIF District that is:	ACRES	% [=Acres÷A2]
a. A blighted area;		
b. In need of rehabilitation, redevelopment or		
c. Suitable for commercial or arts district uses.	142.16	100%
<b>TOTAL (except for § 5223 (3) exemptions a., b. OR c. must be at least 25%)</b>		<b>100%</b>

<sup>1</sup> Before final designation, the Commissioner will seek advice from MDOACF and MDOT per 30-A § 5226(2).

<sup>2</sup> For Transit-Oriented Development (TOD) definitions see 30-A § 5222 sub-§§ 19-24.

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

<sup>4</sup> Downtown/TOD overlap nets single acreage/valuation caps exemption.

<sup>5</sup> PTZ districts approved through December 31, 2008.

## SECTION B. | Valuation Cap

1. <b>Total TAXABLE</b> municipal valuation— April 1, 2022	\$625,008,993	
2. <b>Taxable Original Assessed Value (OAV)</b> of proposed Municipal TIF District as of March 31 preceding municipal designation—same as April 1 prior to such March 31;	\$15,882,100	
3. <b>Taxable OAV of all <u>existing/proposed</u> Municipal TIF districts in municipality excluding</b> Municipal Affordable Housing Development districts: <span style="color: blue;">Village Omnibus - \$16,651,400</span>	Existing	\$16,651,400
	Proposed	-769,300
	Total:	\$15,882,100
<b>30-A § 5223(3) EXEMPTIONS</b>		
4. <b>Taxable OAV</b> of an <u>existing/proposed</u> <b>Downtown</b> Municipal TIF district;	0	
5. <b>Taxable OAV</b> of all <u>existing/proposed</u> <b>Transit-Oriented Development</b> Municipal TIF districts:	0	
6. <b>Taxable OAV</b> of all <u>existing/proposed</u> <b>Community Wind Power</b> Municipal TIF districts:	0	
7. <b>Taxable OAV</b> of all <u>existing/proposed</u> <b>Single Taxpayer/High Valuation</b> <sup>6</sup> Municipal TIF districts:	0	
8. <b>Taxable OAV</b> in all <u>existing/proposed</u> Municipal TIF districts <b>common to</b> Pine Tree Development Zones per 30-A § 5250-I (14)(A) <b>excluding</b> any such OAV also factored in Exemptions 4-7 above:	0	
9. <b>Total taxable OAV [=B3-B4-B5-B6-B7-B8]</b> of all <u>existing/proposed</u> Municipal TIF districts counted toward 5% limit;	\$15,882,100	
10. <b>Percentage of total taxable OAV [=B9÷B1]</b> of all <u>existing/proposed</u> Municipal TIF districts (CANNOT EXCEED 5%).	2.54%	

COMPLETED BY			
PRINT NAME			
SIGNATURE		DATE	
<p>If this form has <b>not be completed by the municipal or plantation assessor</b>, the assessor must sign and date below, acknowledging he/she agrees with the information reported on this form, and understands the OAV stated in Section B, line 2, will be used to determine the IAV for this District.</p>			
PRINT NAME			
SIGNATURE		DATE	

<sup>6</sup> For this exemption see 30-A §5223(3)(C) sub-§§ 1-4.

**EXHIBIT B: Assessor's Certificate of Original Assessed Value**

**TOWN OF NORTH YARMOUTH  
CERTIFICATE OF ASSESSOR**

The undersigned assessor of the Town of North Yarmouth, Maine, does hereby certify pursuant to the provisions of Title 30-A M.R.S.A. Section 5227 that the Original Assessed Value of the taxable real property within the boundaries of the North Yarmouth Village Omnibus Municipal Development and Tax Increment Financing District as described in the Development Program for the District was \$15,882,100 as of March 31, 2019 (April 1, 2018)<sup>7</sup>.

[SEE ATTACHED TABLE OF PROPERTIES]

This Certificate has been executed as of this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Benjamin Thompson, Municipal Assessor

<sup>7</sup> The Original Assessed Value of the District was certified in the original Development Program to be \$16,630,200 as of March 31, 2019 (April 1, 2018). An error in this value was identified following the approval of the District and Development Program by DECD and a technical revision was submitted to establish the Original Assessed Value of the District as \$16,651,400 as of March 31, 2019 (April 1, 2018). With this First Amendment, seven parcels have been deleted, representing an Original Assessed Value as of March 31, 2019 (April 1, 2018) of \$769,3000 and one parcel has been added, representing an Original Assessed Value as of March 31, 2022 (April 1, 2021) of \$0.

Account	Map	Lot	Unit	Location	Original Assessed Value March 31, 2019 (April 1, 2018)	Original Acres (3/31/19)	Acres In TIF as Amended	Projected Taxable Assessed Value April 1, 2023
154	4	114		411 WALNUT HILL RD	\$ 253,000	0.50	0.50	\$ 248,250
155	4	115		403 WALNUT HILL RD	\$ 319,700	2.00	2.00	\$ 294,950
646	4	116		392 WALNUT HILL RD	\$ 634,600	1.54	1.54	\$ 629,850
1394	4	120		377 WALNUT HILL RD	\$ 218,200	1.00	1.00	\$ 276,800
388	4	121		373 WALNUT HILL RD	\$ 753,900	2.30	2.30	\$ 1,035,000
375	4	125		0 WALNUT HILL RD	\$ 76,800	1.20	1.20	\$ 76,800
374	4	126		357 WALNUT HILL RD	\$ 256,700	3.44	3.44	\$ 253,900
376	4	127		345 WALNUT HILL RD	\$ 175,600	0.48	0.48	\$ 170,750
212	7	22		000 WALNUT HILL RD	\$ 76,100	1.06	1.06	\$ 76,100
1876	7	22	1	390 WALNUT HILL RD	\$ 394,100	0.75	0.75	\$ 405,550
881	7	24		404 WALNUT HILL RD	\$ 183,100	1.00	1.00	\$ 178,410
882	7	25		408 WALNUT HILL RD	\$ 280,700	1.40	1.40	\$ 280,700
883	7	26		410 WALNUT HILL RD	\$ 219,600	1.00	1.00	\$ 239,600
884	7	27		416 WALNUT HILL RD	\$ 381,600	1.90	1.90	\$ 356,850
886	7	29		424 WALNUT HILL RD	\$ 386,700	0.52	0.52	\$ 378,200
888	7	30		428 WALNUT HILL RD	\$ 320,900	1.60	1.60	\$ 340,900
639	7	31		434 WALNUT HILL RD	\$ 503,000	1.00	1.00	\$ 503,000
889	7	32		440 WALNUT HILL RD	\$ 369,800	0.50	0.50	\$ 380,300
890	7	33		448 WALNUT HILL RD	\$ 203,800	1.00	1.22	\$ 204,900
727	7	35		464 WALNUT HILL RD	\$ 186,500	1.04	1.04	\$ 202,260
898	7	36		482 WALNUT HILL RD	\$ 300,600	1.01	1.01	\$ 295,850
892	7	37		488 WALNUT HILL RD	\$ 404,100	1.04	1.04	\$ 397,550
899	7	38		494 WALNUT HILL RD	\$ 292,100	1.40	1.40	\$ 287,350
900	7	39		504 WALNUT HILL RD	\$ 78,800	1.30	1.30	\$ 98,860
897	7	40		508 WALNUT HILL RD	\$ 256,800	1.61	1.61	\$ 230,950
830	7	41*		518 WALNUT HILL RD	\$ 334,100	2.37	1.27	\$ 443,700
2038	7	41	1	526 WALNUT HILL RD			1.14	\$ 76,500
893	7	42		534 WALNUT HILL RD	\$ 292,900	1.10	1.10	\$ 288,210
905	7	49		544 WALNUT HILL RD	\$ 210,200	0.50	0.50	\$ 209,150
1958	7	50*	1	546 WALNUT HILL RD	\$ 317,100	5.80	1.04	\$ 529,400
2044	7	50	3	WALNUT HILL ROAD			4.11	\$ 91,400
1075	7	56		579 WALNUT HILL RD	\$ 161,600	1.00	1.00	\$ 156,850
1080	7	61		4 PARSONAGE RD	\$ 286,700	0.75	0.75	\$ 286,700
1045	7	62		521 WALNUT HILL RD	\$ 254,300	2.20	2.24	\$ 254,300
1046	7	63		507 WALNUT HILL RD	\$ 280,900	1.00	1.00	\$ 280,900
1049	7	64		10 VILLAGE SQUARE RD	\$ -	14.65	12.88	\$ -
1662	7	65		475 WALNUT HILL RD	\$ -	2.00	2.15	\$ -
1663	7	66		463 WALNUT HILL RD	\$ -	1.00	0.92	\$ -
1052	7	67		2-5 WALNUT HILL COMMONS	\$ 451,800	2.00	0.64	\$ 436,600
1870	7	67	1	1 WALNUT HILL COMMONS	\$ 227,200	0.94	0.32	\$ 435,900
1044	7	68		14 THE LANE	\$ 474,000	6.14	6.14	\$ 474,000
1881	7	69	1	3 STONE POST LANE	\$ 403,300	0.73	0.73	\$ 403,300
1882	7	69	2	11 STONE POST LANE	\$ 83,400	0.44	0.44	\$ 454,450
1883	7	69	3	6 STONE POST LANE	\$ 83,400	0.45	0.45	\$ 404,950
1884	7	69	4	23 STONE POST LANE	\$ 324,700	0.36	0.36	\$ 389,550
1885	7	69	5	21 STONE POST LANE	\$ 83,000	0.35	0.35	\$ 394,150
1886	7	69	6	19 STONE POST LANE	\$ 396,100	0.35	0.35	\$ 348,350
1887	7	69	7	17 STONE POST LANE	\$ 237,400	0.37	0.37	\$ 454,650
1037	7	70*		0 RANGEWAY LN	\$ 129,700	14.68	2.40	\$ -
1987	7	70	1	21 MEMORIAL HIGHWAY			0.61	\$ 875,300
1988	7	70	2	4 RANGEWAY LN			0.51	\$ 396,250
1989	7	70	3	6 RANGEWAY LN			0.53	\$ 375,400
1990	7	70	4	8 RANGEWAY LN			0.46	\$ 377,900
1991	7	70	5	10 RANGEWAY LN			0.48	\$ 380,900
1993	7	70	6	12 RANGEWAY LN			0.46	\$ 373,250
1994	7	70	7	14 RANGEWAY LN			0.49	\$ 324,250
1995	7	70	8	16 RANGEWAY LN			0.49	\$ 375,200
1996	7	70	9	18 RANGEWAY LN			0.51	\$ 356,150
1997	7	70	10	20 RANGEWAY LN			0.48	\$ 389,250

PARCELS IN ORIGINAL DISTRICT TO REMAIN IN DISTRICT

Map 7A Lot 70 was subdivided after District designation

Account	Map	Lot	Unit	Location	Original Assessed Value March 31, 2019 (April 1, 2018)	Original Acres (3/31/19)	Acres In TIF as Amended	Projected Taxable Assessed Value April 1, 2023
1998	7	70	11	22 RANGEWAY LN			1.10	\$ 386,850
1999	7	70	12	21 RANGEWAY LN			1.00	\$ 445,450
2000	7	70	13	19 RANGEWAY LN			0.88	\$ 434,250
2001	7	70	14	17 RANGEWAY LN			0.47	\$ 381,450
2002	7	70	15	15 RANGEWAY LN			0.46	\$ 462,000
2003	7	70	16	13 RANGEWAY LN			0.46	\$ 396,150
2004	7	70	17	11 RANGEWAY LN			0.46	\$ 426,200
2005	7	70	18	9 RANGEWAY LN			0.46	\$ 325,050
2006	7	70	19	7 RANGEWAY LN			0.48	\$ 416,300
2007	7	70	20	5 RANGEWAY LN			0.46	\$ 397,200
2008	7	70	21	3 RANGEWAY LN			0.46	\$ 358,750
2009	7	70	22	19 MEMORIAL HIGHWAY			0.46	\$ 598,400
2010	7	70	23	5-7 MEMORIAL HIGHWAY			0.57	\$ 1,119,300
1050	7	71		40 MEMORIAL HIGHWAY	\$ -	0.05	0.05	\$ -
1036	7	72		51 MEMORIAL HIGHWAY	\$ 265,300	2.33	2.33	\$ 260,550
1035	7	73		59 MEMORIAL HIGHWAY	\$ 274,200	2.66	2.66	\$ 274,200
1867	7	73	1	0 MEMORIAL HIGHWAY	\$ 61,400	4.30	4.30	\$ 61,400
628	10	76		20 GRAY RD	\$ 323,600	1.22	1.22	\$ 351,550
1653	10	77		0 GRAY RD	\$ -	1.10	1.10	\$ -
845	10	78		0 WALNUT HILL RD	\$ 116,800	9.20	9.20	\$ 116,800
131	10	140		585 WALNUT HILL RD	\$ 359,300	1.07	1.07	\$ 359,300
1704	10	152		0 SWEETWATER WAY	\$ 76,100	1.05	1.05	\$ 76,100
1501	10	160		46 WALNUT HILL PARKWAY	\$ 306,400	7.64	7.64	\$ 306,400
1500	10	161		42 WALNUT HILL PARKWAY	\$ 266,600	3.07	3.07	\$ 266,600
1499	10	162		36 WALNUT HILL PARKWAY	\$ 409,700	3.14	3.14	\$ 409,700
1498	10	163		32 WALNUT HILL PARKWAY	\$ 257,000	4.10	4.10	\$ 257,000
1074	10	164		20 WALNUT HILL PARKWAY	\$ 132,700	7.84	7.84	\$ 132,700
545	10	164	ON	20 WALNUT HILL PARKWAY	\$ 97,500	0.00	0.00	\$ 97,500
1073	10	165		14 WALNUT HILL PARKWAY	\$ 376,900	5.27	5.27	\$ 381,900
152	4	17		0 WALNUT HILL RD	\$ 83,800	2.6	2.6	\$ 83,800
371	4	18		352 WALNUT HILL RD	\$ 266,600	3.4	3.4	\$ 87,800
1368	4	24		0 CUMBERLAND RD	\$ 78,300	1.5	1.5	\$ 78,300
1502	7	93		41 WALNUT HILL PARKWAY	\$ -	10.48	10.48	\$ -
	7	48		80 PEMBROKE PEAK	\$ 8,100	3.80	3.80	\$ 9,000
	10	71		80 GRAY RD	\$ 204,500	11.10	1.09	\$ 189,500
2051	10	71	7	44 YORK RIDGE DR			0.47	\$ 82,000
2052	10	71	8	38 YORK RIDGE DR			0.44	\$ 77,100
2053	10	71	9	36 YORK RIDGE DR			0.55	\$ 96,700
2105	10	71	00C	YORK RIDGE DR			0.23	\$ -
2104	10	71	00D	YORK RIDGE DR			0.24	\$ -
2103	10	71	00E	YORK RIDGE DR			0.27	\$ -
2102	10	71	00F	YORK RIDGE DR			0.31	\$ -
2054	10	71	10	28 YORK RIDGE DR			0.64	\$ 112,000
2055	10	71	11	20 YORK RIDGE DR			0.91	\$ 161,000
626	10	71		000 GRAY RD			1.09	\$ 189,500
2045	10	71	1	13 YORK RIDGE DR			0.51	\$ 361,000
2046	10	71	2	19 YORK RIDGE DR			0.6	\$ 415,300
2047	10	71	3	23 YORK RIDGE DR			0.51	\$ 409,100
2048	10	71	4	31 YORK RIDGE DR			0.47	\$ 371,000
2049	10	71	5	37 YORK RIDGE DR			0.47	\$ 437,100
2050	10	71	6	43 YORK RIDGE DR			0.51	\$ 337,100
2107	10	71	00A	YORK RIDGE DR			0.57	\$ -
2106	10	71	00B	YORK RIDGE DR			0.3	\$ -
2101	10	71	00G	YORK RIDGE DR			0.39	\$ -
2100	10	71	00H	YORK RIDGE DR			0.39	\$ -
2056	10	71	12	16 YORK RIDGE DR			0.89	\$ 447,700
2057	10	71	13	12 YORK RIDGE DR			0.65	\$ 442,700

Map 7/ Lot 70 was subdivided after District designation

Map 10 - Lot 71 was subdivided after District designation

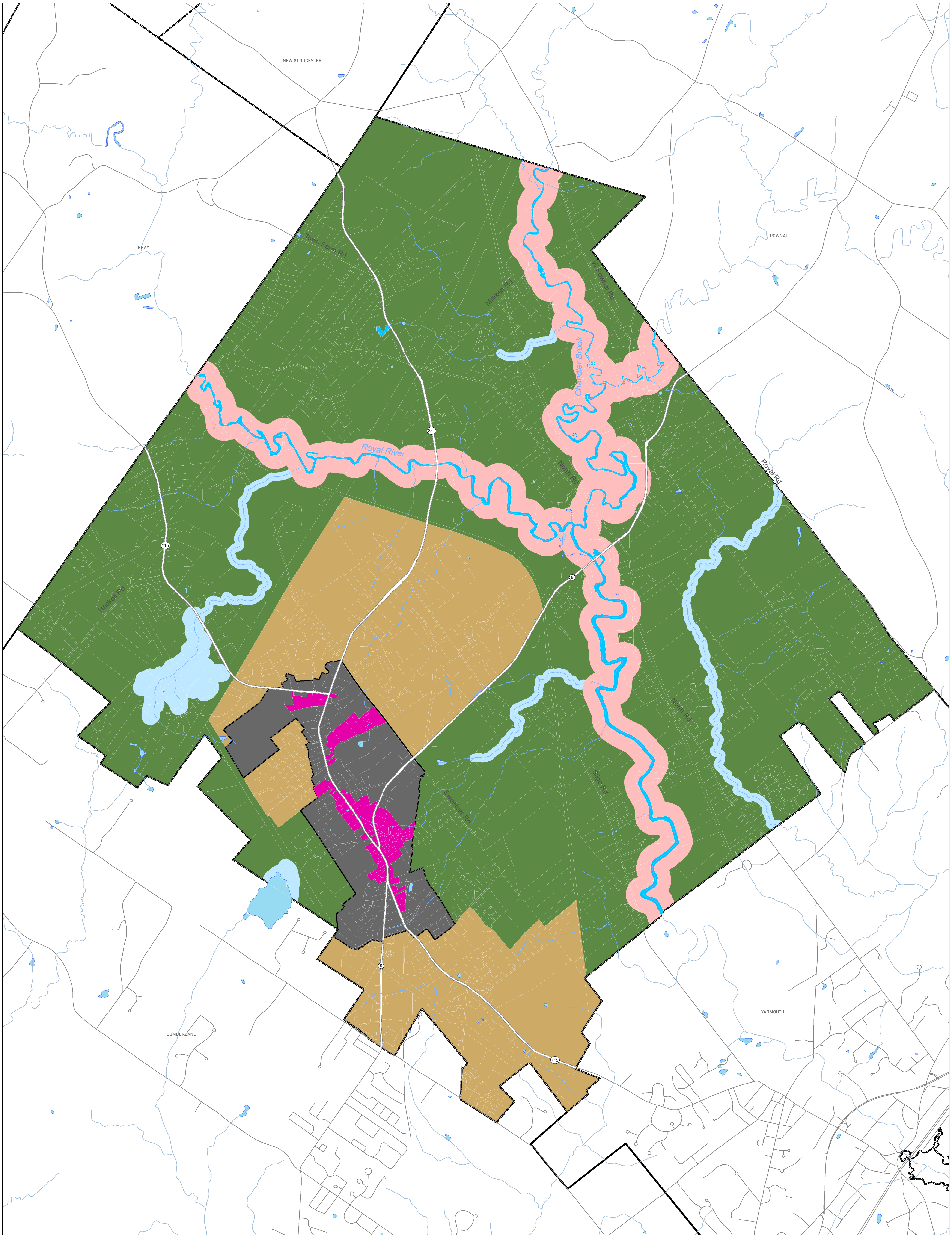
PARCELS IN ORIGINAL DISTRICT TO REMAIN IN DISTRICT

PARCELS IN ORIGINAL DISTRICT TO BE REMOVED WITH 1ST AMD EFFECTIVE 4/1/23



Account	Map	Lot	Unit	Location	Original Assessed Value March 31, 2019 (April 1, 2018)	Original Acres (3/31/19)		Acres In TIF as Amended		Projected Taxable Assessed Value April 1, 2023
954*	10	72		0 GRAY RD	\$ -					\$ 68,000
1977	7	34		0 WALNUT HILL RD	\$ 128,000	86.23				
894	7	34		0 WILDLIFE LN			4.91			\$ 166,800
1963	7	34	1	43 VILLAGE VIEW LN			6.5			\$ 872,250
1964	7	34	2	61 VILLAGE VIEW LN			2.4			\$ 769,100
1965	7	34	3	71 VILLAGE VIEW LN			3.4			\$ 670,500
1966	7	34	4	119 VILLAGE VIEW LN			3.6			\$ 963,450
1967	7	34	5	129 VILLAGE VIEW LN			2.9			\$ 714,000
1968	7	34	6	132 VILLAGE VIEW LN			6.1			\$ 687,500
1969	7	34	7	142 VILLAGE VIEW LN			3.3			\$ 763,000
1970	7	34	8	104 VILLAGE VIEW LN			4.3			\$ 1,041,410
1971	7	34	9	96 VILLAGE VIEW LN			4.3			\$ 917,350
1972	7	34	10	88 VILLAGE VIEW LN			3.8			\$ 817,250
1973	7	34	11	74 VILLAGE VIEW LN			3.6			\$ 615,700
1974	7	34	12	68 VILLAGE VIEW LN			4.8			\$ 1,021,500
1975	7	34	13	60 VILLAGE VIEW LN			2.9			\$ 669,150
1976	7	34	14	42 VILLAGE VIEW LN			3.3			\$ 300,700
727	7	34	15	0 WALNUT HILL RD			2.3			\$ 144,000
2064	7	34A	1	0 WILDLIFE LN			1.06			\$ 133,100
2065	7	34A	2	17 WILDLIFE LN			1.24			\$ 242,000
2066	7	34A	3	0 WILDLIFE LN			0.72			\$ 123,800
2067	7	34A	4	29 WILDLIFE LN			0.75			\$ 124,500
2068	7	34A	5	35 WILDLIFE LN			1.03			\$ 132,900
2069	7	34A	6	39 WILDLIFE LN			0.87			\$ 304,400
2070	7	34A	7	43 WILDLIFE LN			0.82			\$ 291,600
2071	7	34A	8	51 WILDLIFE LN			0.73			\$ 250,400
2072	7	34A	9	53 WILDLIFE LN			0.77			\$ 304,100
2077	7	34A	14	50 WILDLIFE LN			0.99			\$ 397,200
2078	7	34A	15	0 WILDLIFE LN			0.99			\$ 132,300
2079	7	34A	16	0 WILDLIFE LN			1.02			\$ 132,800
2080	7	34A	17	32 WILDLIFE LN			1			\$ 132,700
2081	7	34A	18	0 WILDLIFE LN			1.34			\$ 135,600
2082	7	34A	19	14 SPILLWAY DR			0.75			\$ 234,300
2083	7	34A	20	0 SPILLWAY DR			0.55			\$ 121,500
2084	7	34A	21	14 WILDLIFE LN			0.90			\$ 159,900
2085	7	34A	22	4 WILDLIFE LN			1			\$ 132,500
2087	7	34A	24	22 WILDLIFE LN			0.53			\$ 121,300
2073	7	34A	10	59 WILDLIFE LN			0.99			\$ 132,000
2074	7	34A	11	0 WILDLIFE LN			0.05			\$ 400
2076	7	34A	13	58 WILDLIFE LN			0.75			\$ 124,600
* Not included in original parcel list, but shown on map as within District.										
									PARCELS TO BE ADDED WITH 1ST AMD EFFECTIVE 4/1/23	
1039	7	69		425 WALNUT HILL RD			\$ -	1.00		\$ -
					Original Assessed Value March 31, 2019 (April 1, 2018)	Original Acres (3/31/19)	Taxable Assessed Value April 1, 2021	Acres In TIF as Amended	Original Assessed Value as Amended	Projected Taxable Assessed Value April 1, 2023
<b>ORIGINAL APPROVED DISTRICT TOTAL</b>					\$ 16,651,400	263.92		256.78	\$ 16,651,400	\$ 47,832,800
<b>CAPTURED ASSESSED VALUE</b>										\$ 12,497,440
<b>DELETED PARCELS TOTAL</b>					\$ 769,300	119.11		115.62	\$ 769,300	\$ 19,453,260
<b>ADDED PARCELS TOTAL</b>							\$ -	1.00	\$ -	\$ -
<b>DISTRICT TOTAL AS AMENDED</b>					\$ 15,882,100	145.81	\$ -	142.16	\$ 15,882,100	\$ 28,379,540

**EXHIBIT C: Map of District Location within Town**



# North Yarmouth Zoning Map & TIF

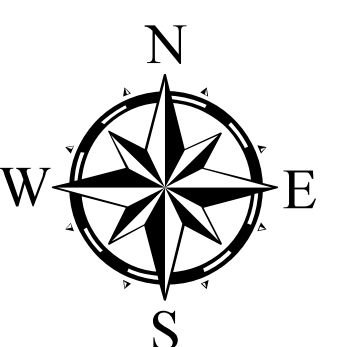
- Village Center
- TIF
- Village Residential
- Shoreland Zoning & Resource Protection
- Farm and Forest

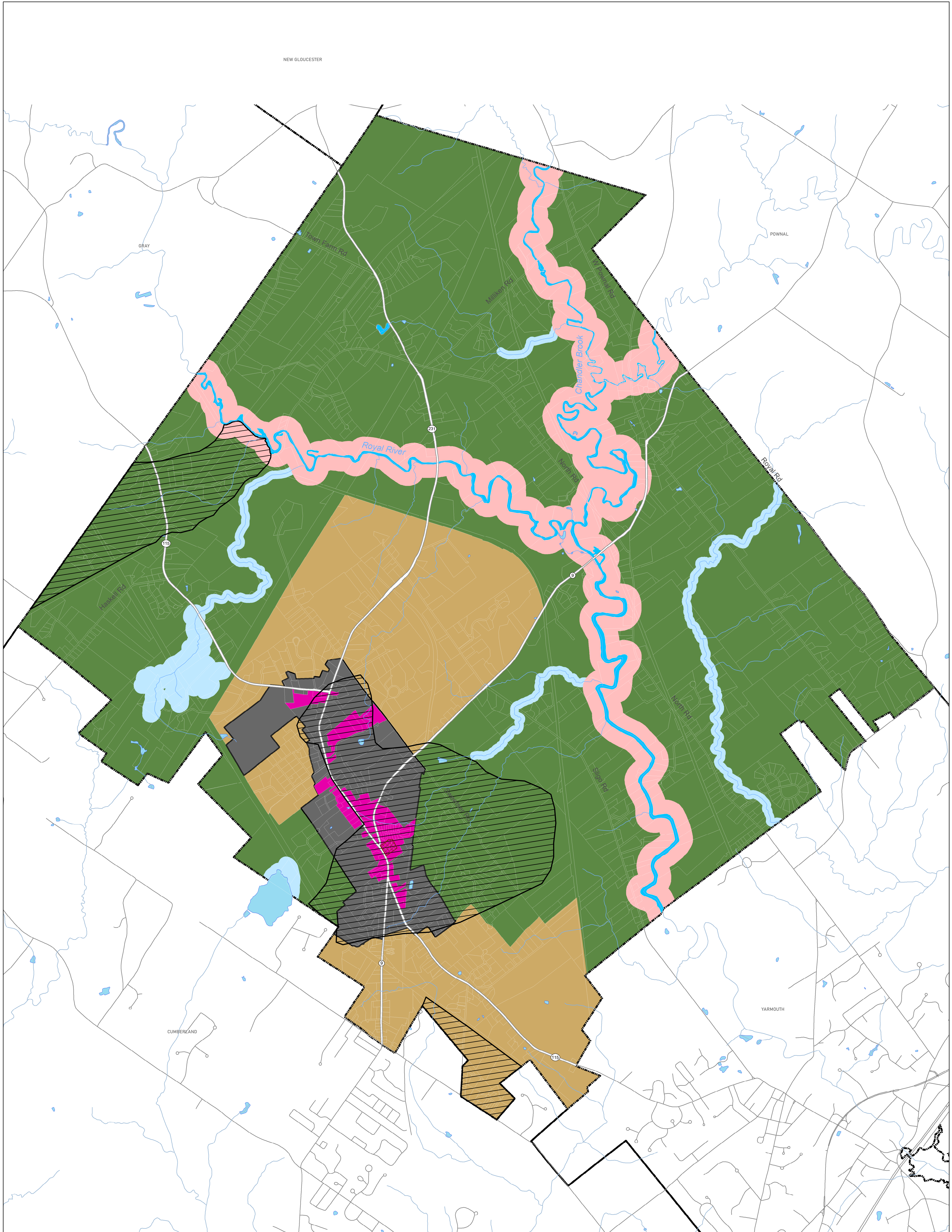
0 1,450 2,900 4,350 5,800 Feet

1 inch = 1,450 feet




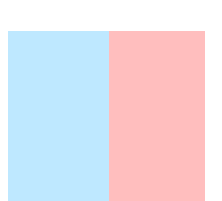

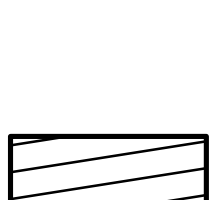
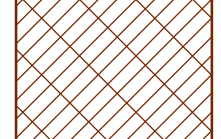
Sources:  
 Roads - Maine Office of GIS  
 Hydrography - National Hydro. Dataset  
 Zones, Parcels - Town of North Yarmouth  
 Groundwater Protection - WSMP, RLM.

All geographic data are provided for the purpose of reference, some error is to be expected with these layers. They are from the State of Maine GIS catalog, Town of North Yarmouth, and other public sources not from official surveys - they are meant to illustrate and are not intended for the purpose of conveyance.





# North Yarmouth Zoning Map & TIF

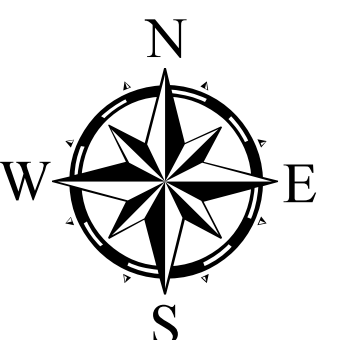
-  Village Center
-  TIF
-  Village Residential
-  Shoreland Zoning & Resource Protection
-  Farm and Forest
-  Groundwater Protection Overlay
-  Contract Zone

0 1,450 2,900 4,350 5,800 Feet

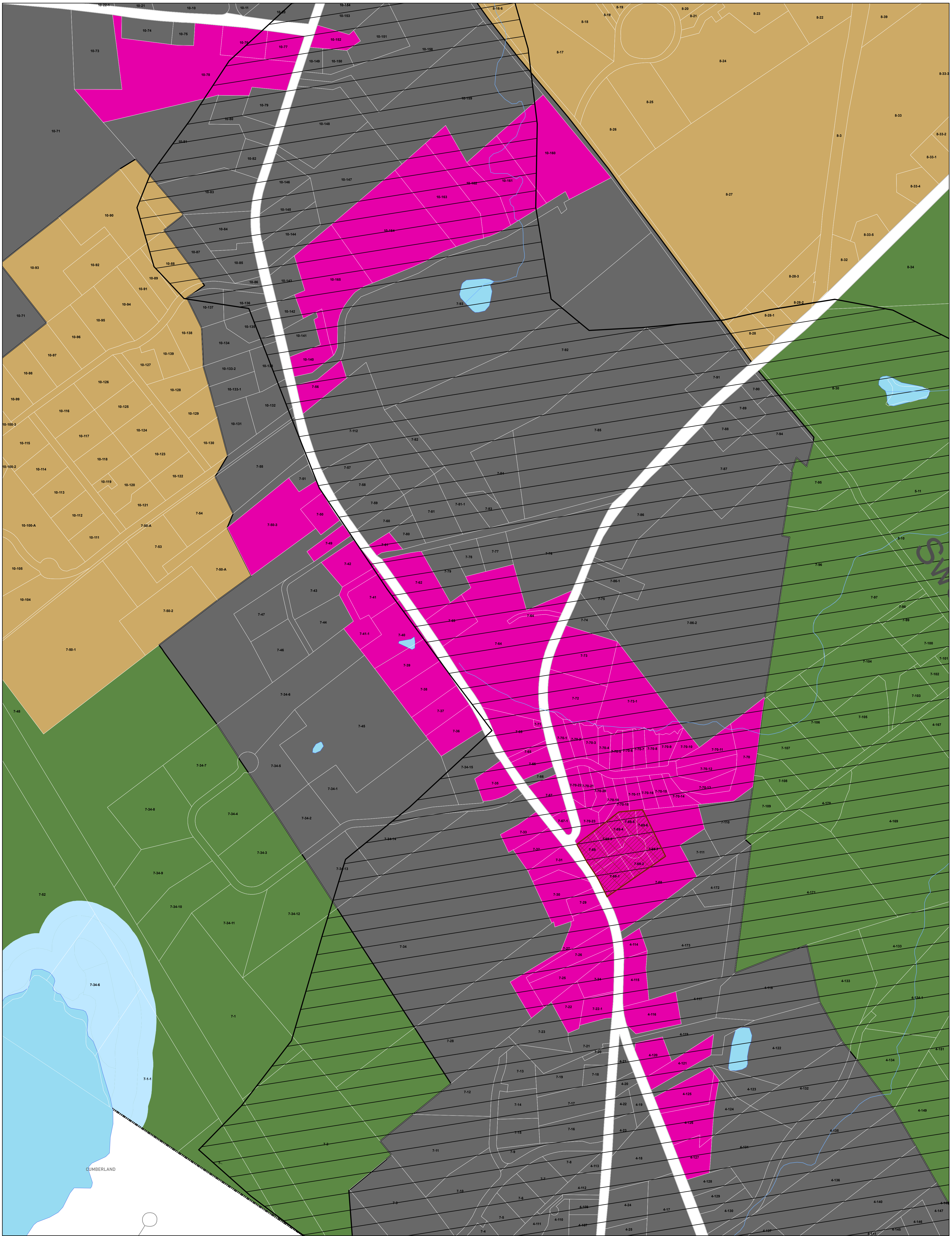
1 inch = 1,450 feet

Sources:  
Roads - Maine Office of GIS  
Hydrography - National Hydro. Dataset  
Zones, Parcels - Town of North Yarmouth  
Groundwater Protection - WSMP, RLM.

All geographic data are provided for the purpose of reference, some error is to be expected with these layers. They are from the State of Maine GIS catalog, Town of North Yarmouth, and other public sources not from official surveys - they are meant to illustrate and are not intended for the purpose of conveyance.



**EXHIBIT D: Map of District Boundaries**



# North Yarmouth

## Zoning Map & TIF

- Village Center
- TIF
- Village Residential
- Shoreland Zoning & Resource Protection
- Farm and Forest
- Groundwater Protection Overlay
- Contract Zone

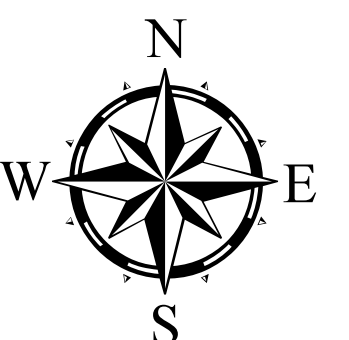
0 275 550 825 1,100 Feet

1 inch = 275 feet

The boundaries for Shoreland Zoning, Groundwater Protection, and the Royal River Corridor are subject to on-site field verification.

All geographic data are provided for the purpose of reference, some error is to be expected with these layers. They are from the State of Maine GIS catalog, Town of North Yarmouth, and other public sources not from official surveys - they are meant to illustrate and are not intended for the purpose of conveyance.

Sources:  
 Roads - Maine Office of GIS  
 Hydrography - National Hydro. Dataset  
 Zones, Parcels - Town of North Yarmouth  
 Groundwater Protection - WSMP, RLM.



**EXHIBIT E: Annual Revenue Spreadsheet**

<b>TF Year</b>	<b>Tax Year April 1,</b>	<b>Fiscal Year (July 1- June 30)</b>	<b>Original Assessed Value (OAV)<sup>1</sup></b>	<b>Original Projected Increased Assessed Value</b>	<b>Amended Projected Increased Assessed Value<sup>2</sup></b>	<b>Captured Assessed Value (CAV) 100%</b>	<b>Mil Rate<sup>3</sup></b>	<b>Tax Revenue on CAV as Amended (100% Sheltered)</b>	<b>Original Estimated Tax Revenue on CAV</b>
1	2019	2019-2020	\$ 16,651,400	\$ 1,029,989	\$ 2,445,487	\$ 2,445,487	16.62	\$ 40,643.99	\$ 18,025.00
2	2020	2020-2021	\$ 16,651,400	\$ 1,359,059	\$ 13,924,700	\$ 13,924,700	16.55	\$ 230,453.79	\$ 23,784.00
3	2021	2021-2022	\$ 16,651,400	\$ 1,688,129	\$ 21,552,750	\$ 21,552,750	17.10	\$ 368,552.03	\$ 29,542.00
4	2022	2022-2023	\$ 16,651,400	\$ 2,017,199	\$ 30,923,900	\$ 30,923,900	18.10	\$ 559,722.59	\$ 35,301.00
5	2023	2023-2024	\$ 15,882,100	\$ 2,346,269	\$ 12,497,440	\$ 12,497,440	18.10	\$ 226,203.66	\$ 41,060.00
6	2024	2024-2025	\$ 15,882,100	\$ 2,675,339	\$ 12,747,389	\$ 12,747,389	18.10	\$ 230,727.74	\$ 46,818.00
7	2025	2025-2026	\$ 15,882,100	\$ 3,004,409	\$ 13,002,337	\$ 13,002,337	18.10	\$ 235,342.29	\$ 52,577.00
8	2026	2026-2027	\$ 15,882,100	\$ 3,333,479	\$ 13,262,383	\$ 13,262,383	18.10	\$ 240,049.14	\$ 58,336.00
9	2027	2027-2028	\$ 15,882,100	\$ 3,662,549	\$ 13,527,631	\$ 13,527,631	18.10	\$ 244,850.12	\$ 64,095.00
10	2028	2028-2029	\$ 15,882,100	\$ 3,991,619	\$ 13,798,184	\$ 13,798,184	18.10	\$ 249,747.12	\$ 69,853.00
11	2029	2029-2030	\$ 15,882,100	\$ 4,320,689	\$ 14,074,147	\$ 14,074,147	18.10	\$ 254,742.07	\$ 75,612.00
12	2030	2030-2031	\$ 15,882,100	\$ 4,649,759	\$ 14,355,630	\$ 14,355,630	18.10	\$ 259,836.91	\$ 81,371.00
13	2031	2031-2032	\$ 15,882,100	\$ 4,978,829	\$ 14,642,743	\$ 14,642,743	18.10	\$ 265,033.64	\$ 87,130.00
14	2032	2032-2033	\$ 15,882,100	\$ 5,307,899	\$ 14,935,598	\$ 14,935,598	18.10	\$ 270,334.32	\$ 87,130.00
15	2033	2033-2034	\$ 15,882,100	\$ 5,636,969	\$ 15,234,310	\$ 15,234,310	18.10	\$ 275,741.00	\$ 87,130.00
16	2034	2034-2035	\$ 15,882,100	\$ 5,966,039	\$ 15,538,996	\$ 15,538,996	18.10	\$ 281,255.82	\$ 87,130.00
17	2035	2035-2036	\$ 15,882,100	\$ 6,295,109	\$ 15,849,776	\$ 15,849,776	18.10	\$ 286,880.94	\$ 87,130.00
18	2036	2036-2037	\$ 15,882,100	\$ 6,624,179	\$ 16,166,771	\$ 16,166,771	18.10	\$ 292,618.56	\$ 87,130.00
19	2037	2037-2038	\$ 15,882,100	\$ 6,953,249	\$ 16,490,107	\$ 16,490,107	18.10	\$ 298,470.93	\$ 87,130.00
20	2038	2038-2039	\$ 15,882,100	\$ 7,282,319	\$ 16,819,909	\$ 16,819,909	18.10	\$ 304,440.35	\$ 87,130.00
21	2039	2039-2040	\$ 15,882,100	\$ 7,611,389	\$ 17,156,307	\$ 17,156,307	18.10	\$ 310,529.16	\$ 87,130.00
22	2040	2040-2041	\$ 15,882,100	\$ 7,940,459	\$ 17,499,433	\$ 17,499,433	18.10	\$ 316,739.74	\$ 87,130.00
23	2041	2041-2042	\$ 15,882,100	\$ 8,269,529	\$ 17,849,422	\$ 17,849,422	18.10	\$ 323,074.53	\$ 87,130.00
24	2042	2042-2043	\$ 15,882,100	\$ 8,598,599	\$ 18,206,410	\$ 18,206,410	18.10	\$ 329,536.02	\$ 87,130.00
25	2043	2043-2044	\$ 15,882,100	\$ 8,927,669	\$ 18,570,538	\$ 18,570,538	18.10	\$ 336,126.75	\$ 87,130.00
26	2044	2044-2045	\$ 15,882,100	\$ 9,256,739	\$ 18,941,949	\$ 18,941,949	18.10	\$ 342,849.28	\$ 87,130.00
27	2045	2045-2046	\$ 15,882,100	\$ 9,585,809	\$ 19,320,788	\$ 19,320,788	18.10	\$ 349,706.27	\$ 87,130.00
28	2046	2046-2047	\$ 15,882,100	\$ 9,914,879	\$ 19,707,204	\$ 19,707,204	18.10	\$ 356,700.39	\$ 87,130.00
29	2047	2047-2048	\$ 15,882,100	\$ 10,243,949	\$ 20,101,348	\$ 20,101,348	18.10	\$ 363,834.40	\$ 87,130.00
30	2048	2048-2049	\$ 15,882,100	\$ 10,573,019	\$ 20,503,375	\$ 20,503,375	18.10	\$ 371,111.09	\$ 87,130.00
<b>30 Year TF Total</b>								<b>\$ 8,815,854.64</b>	<b>\$ 2,164,714.00</b>
<b>Annual Average</b>								<b>\$ 293,861.82</b>	<b>\$ 72,157.13</b>

**Assumptions:**

<sup>1</sup> The OAV of the District was \$16,651,400 (as assessed 4/1/18; value as of 3/31/19). The District as amended will delete seven parcels and add one parcel. The assessed value of the parcels to be deleted (as of 3/31/19) is \$769,300 and has been subtracted from the OAV. The assessed value of the parcels to be added (as of 3/31/22) is \$0. The OAV as amended is \$15,882,100.

<sup>2</sup> The increased assessed values are actual values for Years 1 (2019), 2 (2020), 3 (2021) and 4 (2022). The increased assessed values for Years 5 - 30 are increased by 2% each year. These are estimates only and based on the average pace of development within the District during years 1-4 and anticipated new development as of the date of this First Amendment. The actual Increased Assessed Value figures in each year may vary and, as a result, the projections are subject to change.

<sup>3</sup> The mil rate is based on FY 2022-23 actual rate of 18.10 held constant throughout the term of the District.

<sup>4</sup> This table contains projections that are subject to a number of risks and uncertainties that could cause the actual values to differ materially from any projections relied upon herein and the actual values are likely to vary especially in later years.

**EXHIBIT F: Annual Tax Shift Spreadsheet**

<b>TF Year</b>	<b>Fiscal Year</b>	<b>Education Shift (Avoided Loss)</b>	<b>Revenue Sharing Shift (Avoided Loss)</b>	<b>County Tax Shift (Avoided Increase)</b>	<b>Total Tax Shifts</b>
1	2019-2020	\$17,362.96	\$2,800.33	\$1,477.53	\$21,640.82
2	2020-2021	\$98,865.37	\$15,649.23	\$9,186.19	\$123,700.78
3	2021-2022	\$153,024.53	\$23,926.85	\$13,650.67	\$190,602.05
4	2022-2023	\$219,559.69	\$33,823.97	\$19,119.96	\$272,503.62
5	2023-2024	\$88,731.82	\$14,077.69	\$7,592.42	\$110,401.94
6	2024-2025	\$90,506.46	\$14,353.43	\$7,606.81	\$112,466.70
7	2025-2026	\$92,316.59	\$14,634.46	\$7,621.21	\$114,572.25
8	2026-2027	\$94,162.92	\$14,920.86	\$7,635.61	\$116,719.40
9	2027-2028	\$96,046.18	\$15,212.75	\$7,650.03	\$118,908.96
10	2028-2029	\$97,967.10	\$15,510.21	\$7,664.46	\$121,141.77
11	2029-2030	\$99,926.45	\$15,813.36	\$7,678.89	\$123,418.70
12	2030-2031	\$101,924.97	\$16,122.29	\$7,693.34	\$125,740.60
13	2031-2032	\$103,963.47	\$16,437.11	\$7,707.80	\$128,108.38
14	2032-2033	\$106,042.74	\$16,757.93	\$7,722.27	\$130,522.93
15	2033-2034	\$108,163.60	\$17,084.85	\$7,736.74	\$132,985.19
16	2034-2035	\$110,326.87	\$17,417.98	\$7,751.24	\$135,496.08
17	2035-2036	\$112,533.41	\$17,757.44	\$7,765.74	\$138,056.58
18	2036-2037	\$114,784.08	\$18,103.34	\$7,780.25	\$140,667.66
19	2037-2038	\$117,079.76	\$18,455.79	\$7,794.78	\$143,330.32
20	2038-2039	\$119,421.35	\$18,814.91	\$7,809.31	\$146,045.58
21	2039-2040	\$121,809.78	\$19,180.83	\$7,823.86	\$148,814.47
22	2040-2041	\$124,245.98	\$19,553.65	\$7,838.43	\$151,638.05
23	2041-2042	\$126,730.89	\$19,933.51	\$7,853.00	\$154,517.40
24	2042-2043	\$129,265.51	\$20,320.52	\$7,867.59	\$157,453.62
25	2043-2044	\$131,850.82	\$20,714.82	\$7,882.19	\$160,447.83
26	2044-2045	\$134,487.84	\$21,116.53	\$7,896.80	\$163,501.17
27	2045-2046	\$137,177.60	\$21,525.78	\$7,911.43	\$166,614.81
28	2046-2047	\$139,921.15	\$21,942.70	\$7,926.07	\$169,789.92
29	2047-2048	\$142,719.57	\$22,367.43	\$7,940.73	\$173,027.73
30	2048-2049	\$145,573.96	\$22,800.10	\$7,955.40	\$176,329.46
<b>30 Year TF Total</b>		<b>\$3,476,493</b>	<b>\$547,131</b>	<b>\$245,541</b>	<b>\$4,269,165</b>
<b>Average Annual</b>		<b>\$115,883</b>	<b>\$18,238</b>	<b>\$8,185</b>	<b>\$142,305</b>

**Assumptions:**

<sup>1</sup> The OAV of the District was \$16,651,400 (as assessed 4/1/18; value as of 3/31/19). The District as amended will delete seven parcels and add one parcel. The assessed value of the parcels to be deleted (as of 3/31/19) is \$769,300 and has been subtracted from the OAV. The assessed value of the parcels to be added (as of 3/31/22) is \$0. The OAV as amended is \$15,882,100.

<sup>2</sup> The increased assessed values are actual values for Years 1 (2019), 2 (2020), 3 (2021) and 4 (2022). The increased assessed values for Years 5 - 30 are increased by 2% each year. These are estimates only and based on the average pace of development within the District during years 1-4 and anticipated new development as of the date of this First Amendment. The actual increased Assessed Value figures in each year may vary and, as a result, the projections are subject to change.

<sup>3</sup> The mill rate is based on FY 2022-23 actual rate of 18.10 held constant throughout the term of the District.

<sup>4</sup> This table contains projections that are subject to a number of risks and uncertainties that could cause the actual values to differ materially from any projections relied upon herein and the actual values are likely to vary especially in later years.



### EXHIBIT G: Authorized Project Costs

Note: Please note that while this Exhibit to the Development Program lists particular projects, the Development Program shall not serve as an appropriation of TIF Revenues for any of these specific purposes, nor shall it commit the Town to completing any particular project. The projects will only be undertaken following proper appropriation through the annual budget process and any other applicable required approvals.

	Project <sup>1</sup>	Cost Estimate	Statutory Citation
1.	<p>Capital Expenditures Related to Public Safety and Fire Protection: The cost of a fire truck or other public safety/fire equipment <u>and other capital costs relating to public safety and fire protection</u> attributable to commercial/industrial development within the District; <del>Includes any other capital cost relating to public safety and fire protection, including potentially a prorated portion of the and costs related to the construction or operation of municipal public safety facilities, the need for which is of a facility to the extent such capital cost or facility is needed due to commercial/industrial District development related to general economic development within the Town, not to exceed 15% of the captured assessed value of the District.</del></p>	\$4,000,000	30-A M.R.S.A. §5225(1)(A)(1); (1)(B)(2); <del>1(C)(9)</del>
2.	<p>Recreational Trails: This project would include the construction and maintenance of recreational trails and amenities thereon, including but not limited to improving access to parking areas for trails, parking area improvements for trails and benches for trails, in any Town location so long as such trails have the effect of either attracting tourists to the Town and/or facilitating transportation to the Town's village businesses. This project could potentially include property acquisition costs or real property assembly costs.</p>	\$1,000,000	30-A M.R.S.A. §5225(1)(A)(1); (1)(A)(3); (1)(C)(6)
3.	<p>Street-related Public Safety Measures and Village Area Amenities: In order to address potential safety issues resulting</p>	\$3,500,000	30-A M.R.S.A. §5225(1)(A)(1); (1)(B)(1)

	<p>from village area development and to improve the village area environment, this project could include but is not limited to street calming measures, improvements to sidewalks and curbing, street and walkway lighting, roadway improvements including but not limited to any potential drainage and stormwater improvements, bike lanes, parking improvements and lots, feasibility studies to test safety improvements and equipment to serve the District such as a sidewalk plow or capital expenditures related to such equipment. These projects must either be located in the District or must be directly related to or made necessary by the District development.</p>		
4.	<p>Sidewalks and Streetscape Projects: This project would include the construction or reconstruction of sidewalks within the District and/or leading to the businesses in the District from residential and commercial areas immediately adjacent to the District, including any and all other streetscape amenities. This project may include, but is not limited to, seating, street trees and other amenities to create village atmosphere.</p>	\$1,000,000	30-A M.R.S.A. §5225(1)(A)(1); (1)(B)(1)
5.	<p>Welcome Center: Capital and programmatic costs associated with welcome center for tourists and patrons of local businesses, to be located in the District. This project would be prorated to relate to the welcome center portion of such a facility if it also serves other functions.</p>	\$400,000	30-A M.R.S.A. §5225(1)(A)(1); (1)(C)(1)
6.	<p>Wireless Service/Broadband/3-Phase Power: Capital costs to install wireless service in the village area, to be used as a marketing tool and to support businesses. Capital costs of Broadband and 3-Phase Power improvements could also be paid for with TIF revenues to the</p>	\$750,000	30-A M.R.S.A. §5525(1)(A)(1); (1)(C)(1)

	extent such improvements serve the Town's businesses. Proration of costs related to commercial/industrial use as opposed to residential use may be utilized as appropriate.		
7.	Water Infrastructure: Capital costs to construct a water service expansion project for commercial/business users including all costs related thereto. This project would have to be located within the District or be directly related to or made necessary by District development.	\$1,500,000	30-A M.R.S.A. §5225(1)(A)(1); (1)(B)(1)
8.	Relocation of utilities: All costs associated with such project within the District to address safety and aesthetic issues for District purposes.	\$750,000	30-A M.R.S.A. §5225(1)(A)(1); (1)(B)(1)
9.	Environmental Improvement Projects: This project would include improvements relating to clean-up efforts of pollution and other impairment of any commercial District areas that may be found. Such environmental improvement projects would need to relate to District improvements and commercial impacts.	\$750,000	30-A M.R.S.A. §5225(1)(C)(2)
10.	Grants and Revolving Loan Fund: This project would allow the Town to establish permanent economic development revolving loan funds, investment funds and grants for economic development. The project would also allow for TIF revenue to serve as the local match for grant programs to fund otherwise approved project costs herein.	\$3,000,000	30-A M.R.S.A. §5225(1)(C)(3); §5230
11.	Professional Service Costs: This project would include, but would not be limited to, licensing, architectural, planning, engineering, and legal expenses associated with the District.	\$750,000	30-A M.R.S.A. §5225(1)(A)(4); (1)(A)(7)
12.	Administrative Costs: This project would include, but would not be limited to, reasonable charges for time spent by municipal employees in connection with	\$750,000	30-A M.R.S.A. §5225(1)(A)(5)

	the implementation of the Development Program.		
13.	Economic Development Programs and Other Costs: This project would fund municipal economic development budget items (including, but not limited to, appropriate prorated staff salaries, economic development planning efforts and the development of economic development planning documents), economic development programs and events, marketing of the municipality as a business location, signage, advertising costs, and the support of economic development efforts through enhancement of technology systems such as updating and improving the Town’s geographic information system (“GIS”) software and upgrading computers and assessing software. Any costs of the software/computers that relate to economic development generally in the Town are intended to be paid for with TIF revenue. There will be a proration applied to the total cost of software/computers for the proportional amount to be utilized by TIF district and business-related areas of the municipality. This project needn’t be related only to this district.	\$1,500,000	30-A M.R.S.A. §5225(1)(C)(1)
14.	Land Assembly for Redevelopment: Preparing/acquiring land for redevelopment to be sold and redeveloped/used by a business entity.	\$1,000,000	30-A M.R.S.A. §5225(1)(A)(1); (1)(A)(3)
15.	<u>Costs associated with the development and operation of affordable housing within the District or outside of the District to the extent directly related to or made necessary by the establishment or operation of the District, to serve ongoing economic development efforts of the Town, including, but not limited to, the acquisition of land or construction of public infrastructure improvements, demolition, alteration,</u>		30-A M.R.S. §§ 5225(1)(A)(9), (1)(B)(4) (cross referencing 30-A M.R.S. § 5249) §§ 5225 (1)(C)(11)

	<u>remodeling, repair or reconstruction of existing buildings, structures and fixtures, site preparation, finish work, professional service costs, real property assembly costs, operating costs such as property management and administration, utilities, maintenance, and insurance, and facilities used for recreational purposes such as recreation centers, athletic fields, swimming pools and ice skating rinks within the District.</u>		
	TOTAL:		

<sup>1</sup> The Town does not anticipate the need to relocate any displaced persons; however, if such a circumstance occurs in the future during the District term, the Town reserves it right to spend TIF revenues on such relocation pursuant to 30-A M.R.S.A. Section 5225(1)(A)(6). The cost estimate for such project is \$0.

Please note that any of the projects in Table 1 may be funded with municipal bonds, the Town's intention is to be able to pay financing costs associated with that indebtedness with TIF revenues pursuant to 30-A M.R.S.A. § 5225(1)(A)(2)

**EXHIBIT H: Public Hearing Notice**

**TOWN OF NORTH YARMOUTH  
NOTICE OF PUBLIC HEARING**

The Select Board of the Town of North Yarmouth hereby provides notice that it will hold a public hearing at 7:00 p.m. on January 17, 2023 in the Wescustogo Hall, North Yarmouth, Maine, for purposes of receiving public comments on the proposed First Amendment to its Village Omnibus Municipal Development and Tax Increment Financing District pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended.

The proposed First Amendment includes a revision to the District boundaries, consisting of the removal of seven (7) parcels totaling 119.11 acres and the addition of one (1) parcel totaling 1.00 acre, and the authorization of the use of captured tax increment revenue for additional public improvements and projects pursuant to Section 5225 of Title 30-A of the Maine Revised Statutes, as amended.

A copy of the proposed First Amendment to the District and Development Program is on file with the Town Clerk and Town Hall, 10 Village Square Road, North Yarmouth, Maine, and may be reviewed during normal business hours. All interested residents are invited to attend the hearing and to be heard at that time.

*[proof of publication attached]*

# Maine car safety inspection lags behind in digital age

By Matt Byrne

Portland Press Herald

The ritual begins every year after Thanksgiving and wraps up before Christmas, a blizzard of paper, envelopes and postage that is easier measured by the ton than by the page.

By New Year's Day, hundreds of thousands of Maine vehicle inspection stickers are stuffed into thousands of envelopes and mailed to the more than 2,600 repair shops and car dealerships across the state.

From the tiny state office in Augusta, a small team of state police employees counts and files more than a million sheets of paper, all by hand, to make the safety inspection program function. It is a relic of an earlier time, and now one of the last of its kind.

There are 15 states with mandatory vehicle safety inspections, but Maine is one of just three still running on paper forms and handwritten documents. Despite the office's efforts to modernize, state lawmakers and governors have resisted spending money or increasing user fees, particularly in election years.

"It's a fairly inefficient system by today's standards," said Lt. Bruce Scott, who oversees the operation. "It worked 25 years ago, but the digital era is here. There really is a need to bring ourselves forward."

Beyond increasing efficiency, a modernized inspection system would give regulators ways to prevent fraud and sniff out bad actors. Other states use automated tools to red-flag questionable practices and gather real-time data about what's happening in the field. The tools are not fool-proof, but they offer



Shelves are piled with vehicle inspection stubs at the vehicle inspection office of the Maine State Police in Augusta.

GREGORY REC / PORTLAND PRESS HERALD

a defense against "sticker shopping" for a mechanic who will pass a car that others would fail.

In Vermont, mechanics use a tablet computer as they check a vehicle's components. In New Hampshire and Massachusetts, the systems also are digital, and every garage is equipped with a printer that spits out stickers that feature the vehicle's unique identification number and registration details. Only Missouri and West Virginia still run paper-based systems like Maine's.

Lawmakers have tried for years to eliminate or modify Maine's system, to be able to grant exemptions or change to a biennial sticker. Bills also have been introduced to modernize the program, but all have failed.

Without new investment, every part of doling out stickers remains a chore. At the inspection program office, there is no loading dock or commercial entrance, so boxes of stickers must be carried inside from a pallet, stacked waist-high in an empty office, and carefully sorted by serial number. The stickers

are distributed to repair shops and car dealerships in numerically ordered batches.

The stickers are then sent out with the mail.

Staff use a printout list and highlighters and pens to keep track of which place received which stickers.

To complete the process, repair shops and dealerships must mail back receipts, known as stub sheets, with handwritten information about which sticker has been placed on which car.

When the stub sheets reach Augusta, an employee sorts them by station and stacks them on rolling shelves, arranged by station number and year. The staff keep track of more than 4 million sheets of paper (just three years worth) on a series of rolling shelves, a carefully organized but brittle filing system that could be ruined by a strong gust of wind.

Every January, the staff purge the oldest year of documents, about 1.3 million pages, to make room for 1.3 million new sheets, the rough number of sticker sheets mailed out each year.

A few years ago, Scott tried to speed up the process by putting bar codes on the stickers and using a scanner to process them. But the paper's glossy coating jammed the machine, and the state abandoned the effort, he said, but the bar codes remain.

All state inspection stations are expected to keep photocopies of their stub sheets on hand for two years so recent inspection information is easy for police officers investigating crashes to access, but not every station does that.

Going digital would reduce inspection stations' paperwork, but it also could require them to purchase new equipment, depending on what digital system the state selects.

John Kimball, an inspection mechanic since 1965 and owner of Kimball's Garage in South Portland, said he's been ready for a new system for years. While he doesn't love the idea of having to pay out of pocket for new state-mandated gear, it's part of doing business, he said, and no different than replacing a broken tool in the workshop.

He spends hours every week copying and mailing paperwork.

"People don't realize the paperwork involved," Kimball said. "You get paid for the inspections. You don't get paid for doing the paperwork."

## A system of trust

Maine's stickers are also easy to fake. Some of the attempts are hand-drawn and laughable, but others are nearly indistinguishable from the real McCoys.

In 2010, drug agents executing a search warrant stumbled on a counterfeit sticker operation that rivaled the quality of the state's own decals. The phony stickers – complete with a fake mechanic name, Jim Wilkins, and a bogus station number, came with a guide to applying them, which is now posted in the inspection office.

"Follow these instructions exactly or it will be your own fault when you get pulled over and have to pay a large fine," it warns.

A small number of state police investigate complaints and do spot checks in the field, auditing inspection stations for compliance with the rules.

As long as Maine's stickers are distributed

*Inspections, Page 13*



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## TOWN OF NORTH YARMOUTH NOTICE OF PUBLIC HEARING

The Select Board of the Town of North Yarmouth hereby provides notice that it will hold a public hearing at 7:00 p.m. on January 17, 2023 in the Wescustogo Hall & Community Center, North Yarmouth, Maine, for purposes of receiving public comments on the proposed First Amendment to its Village Omnibus Municipal Development and Tax Increment Financing District pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended.

The proposed First Amendment includes a revision to the District Boundaries, consisting of the removal of seven (7) parcels totaling 119.11 acres and the addition of one (1) parcel totaling 1.00 acre, and the authorization of the use of captured tax increment revenue for additional public improvements and projects pursuant to Section 5225 of Title 30-A of the Maine Revised Statutes, as amended.

A copy of the proposed First Amendment to the District and Development Program is on file with the Town Clerk and Town Hall, 10 Village Square Road, North Yarmouth, Maine, and may be reviewed during normal business hours. All interested residents are invited to attend the hearing and to be heard at that time.

# SAD 51

from Page 1

She said the school board should never have agreed to the extension.

“My issue is with the school board, who is being so careless with our money and basically slapping us in the face with this deal,” she said.

A new school is needed to address overcrowding in the district, school officials say. After the defeat at the polls in November, Porter said the district’s priority is to develop short-term plans to combat space issues, including adding more modular classrooms. Those plans will be rolled out this winter, he said.

A major concern of opponents to the school project on the ballot was the size of the property. Opponents said it was unnecessarily large when only 5 acres would be used for the school and the rest would be protected for open space and recreation.

“Many schools in Maine are built on large parcels,” Porter said in an interview with The Forecaster. “This is not unusual.”

Mitchell, who is a neighbor to the property, said the size of the lot and its cost were among her reasons for opposing the project, along with the potential impact on wetlands in the area.

“What kind of a lesson is that for these kids?” Mitchell said. “We’re going to disturb more of the land for your future, but you’ll have a shiny new school.”

Other SAD 15 residents who spoke out against the school project in the fall declined to comment.



CONTRIBUTED / SAD 15

A primary school proposed for North Yarmouth, pictured here in an architect’s rendering, went down to defeat in November.

School board Chairperson Jason Record also declined to be interviewed for this story and instead issued a written statement to The Forecaster.

The purchase option on the land is necessary because the district currently has no better site in mind for a new school, he said, and the school board acted responsibly in extending the option.

“We haven’t finalized the schedule for another potential new school yet. The one thing we have done at this point

is that we have an option on the same North Yarmouth parcel again for up to five years,” Record said in his statement. “The previous option would have expired at the end of November and without a better option available, we opted to keep that door open for now.”

Record said the district can “exit the option if we don’t need that parcel, but the board felt it would be irresponsible to let that get away until we have something better.”

A new referendum on a new school is “likely one to three or more years away and some of that variability will be determined by whether we wait and try for the state funding, which is a long-shot and would add two years,” he said. The timeline is also impacted by “the financial uncertainty in our country right now” and “it may be wise to wait a year or more,” he added.

Sydney Richelieu — (207) 689-2851  
srichelieu@theforecaster.net



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**Town of North Yarmouth**

Zoning Board of Appeals

**NOTICE OF PUBLIC HEARING**

Wednesday, January 18, 2023  
5:30 PM  
Wescustogo Hall & Community Center

Appealed by Sol and Alicia Dostilio from the Planning Board’s Decision approving the Deacon Hayes Commons Major Subdivision & Site Plan Application for Property located at 521 Walnut Hill Road, North Yarmouth



**EXHIBIT I: Public Hearing Minutes**

*(See Attached)*

**EXHIBIT J: Special Town Meeting Warrant**

*(See attached)*



**Town of North Yarmouth, Maine**  
**Special Town Meeting Warrant**  
**February 4, 2023**

---

**To:** Clark M. Baston, a resident in the Town of North Yarmouth, County of Cumberland, and the State of Maine.

**GREETINGS:** In the name of the State of Maine, you are hereby required to notify and warn the inhabitants of the Town of North Yarmouth, Maine qualified by law to vote in town affairs, to meet at the Wescustogo Hall & North Yarmouth Community Center located in North Yarmouth, Maine on Saturday the 4th day of February A.D. 2023, at ten (10) o'clock in the forenoon, then and there to act upon Articles 1 through 3 as set out below, to wit:

The Registrar of Voters gives notice that citizens will be able to register to vote on February 4, 2023, from 9:30 AM to the close of the meeting.

**ARTICLE 1:** To elect a Moderator by written ballot to preside over the said meeting.

**ARTICLE 2:** To see if the Town will vote to adopt the Maine Moderator's Manual as prepared by the Maine Municipal Association as the parliamentary procedure at Town Meeting for the ensuing year.

**ARTICLE 3:** To see if the Town will vote to adopt the First Amendment to the Village Omnibus Municipal Development and Tax Increment Financing (TIF) District as recommended by the Select Board following a public hearing held on January 17, 2023, and as presented to this Town Meeting; and to adopt the following findings:

WHEREAS, the Town is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to adopt a Tax Increment Financing District and Development Program; and

WHEREAS, the Town designated the Village Omnibus Municipal Development and Tax Increment Financing (TIF) District (the "District") and approved a municipal tax increment financing district development program for said District (the "Development Program") by Town Meeting on April 6, 2019; and

WHEREAS, the Commissioner of the Maine Department of Economic and Community Development ("DECD") approved the designation of the District and adoption of the Development Program by letter dated July 29, 2019 to be effective for a term of thirty (30) years following the effective date of the DECD approval through June 30, 2049; and

WHEREAS, the Town desires to amend the District and Development Program as presented to the Town Meeting this day and as has been on file in the Town Clerk's Office at Town Hall in order to expand the opportunities for commercial development and new employment within the Town for residents of the Town and surrounding communities, which are expected to improve

and broaden the tax base of the Town and improve the general economy of the Town, the region and the State of Maine; and

WHEREAS, the Town has held a public hearing on January 17, 2023 on the proposed First Amendment to the District in accordance with the requirements of 30-A MRSA §5226(1) upon at least ten (10) days prior notice published in a newspaper of general circulation within the Town; and

WHEREAS, the Town considered all evidence presented during the public hearing with regard to any adverse economic effect on or substantial detriment to any existing business in the Town; and

WHEREAS, it is anticipated that the Commissioner of the Maine Department of Economic and Community Development (“DECD”) will approve the First Amendment to the District and Development Program;

NOW THEREFORE, BE IT HEREBY VOTED BY THE TOWN:

Section 1. The Town hereby finds and determines that:

- (a) Adoption and implementation of the District and the Development Program will generate substantial economic benefits for the Town and its residents, including employment opportunities, broadened and improved tax base and economic stimulus, and therefore constitute a good and valid public purpose and will contribute to the economic growth or well-being of the inhabitants of the Town or to the betterment of the health, welfare or safety of the inhabitants of the Town; and
- (b) Adoption and implementation of the District and the Development Program will not result in a substantial detriment to any existing business in the Town, and any adverse economic effect of the District and the Development Program on any existing business in the Town is outweighed by the contributions expected to be made by the projects and improvements described in the District and the Development Program to the economic growth or well-being of the Town or to the betterment of the health, welfare or safety of the inhabitants of the Town; and
- (c) The District and the Development Program satisfy the statutory conditions for approval set forth in 30-A M.R.S. § 5223(3), except as otherwise exempt, as follows:
  1. At least 25% of the real property within the District is in a blighted area, in need of rehabilitation, redevelopment or conservation work, or is suitable for commercial or arts district use;
  2. The total area of the District does not exceed 2% of the total acreage of the Town and the total area of all TIF Districts within the Town does not exceed 5% of the total acreage of the Town; and
  3. The original assessed value of the District plus the original assessed value of any other TIF Districts within the Town does not exceed 5% of the total value of taxable property within the Town as of April 1, 2022.

Section 2. Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the Town hereby designates the proposed First Amendment to the North Yarmouth Village Omnibus Municipal Tax Increment Financing District, as presented to this Town Meeting.

Section 3. Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the Town hereby adopts the Development Program for the District in the form presented to this Town Meeting.

Section 4. Said designation of the District and adoption of the Development Program shall automatically become final upon approval of the voters at this Town Meeting and shall take full force and effect upon approval of the District and Development Program by the Commissioner of the State of Maine Department of Economic and Community Development (DECD), without requirement of any further action by the Town, the Select Board, or any other party.

Section 5. Pursuant to the provisions of 30-A M.R.S.A. §5227, the percentage of the Increased Assessed Value to be retained as Captured Assessed Value in the District and the term of said District is confirmed as set forth in the Development Program.

Section 6. Following final designation of the District and adoption of the Development Program by the Town, the Chair of the Select Board, or his designee, be and hereby is authorized and directed, on behalf of the Town of North Yarmouth, Maine, to submit to the Commissioner of DECD for review and approval, pursuant to the requirements of 30-A M.R.S.A. §5226(2), the application and such other documentation as may be necessary or appropriate for the final approval of this District and the Development Program. The Chair of the Select Board, or his/her/their designee, is further authorized and empowered, at his/her/their discretion from time to time, to make such technical revisions to the District or the Development Program for the District, or to the scope, cost or description of the public improvements to be financed with the portion of tax increment revenues generated by the District and retained by the Town as described in the Development Program, as the Chair of the Select Board, or his/her/their designee, deems reasonably necessary or convenient in order to facilitate the process for review and approval of the District and Development Program by DECD, or for any other reason, so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the District and the Development Program.

Section 7. The Chair of the Select Board be and hereby is authorized, empowered and directed to enter into any Credit Enhancement Agreement contemplated by the Development Program, in the name of and on behalf of the Town, subject to the requirements of notice and hearing as set forth in the Development Program.

Given unto our hands this 13th day of December 2022 at North Yarmouth, Maine.

**Select Board**

  
\_\_\_\_\_  
Brian Sites, Chairperson

\_\_\_\_\_  
Amy Haile, Vice Chairperson

  
\_\_\_\_\_  
Paul Hodgetts

  
\_\_\_\_\_  
Andrea Berry

\_\_\_\_\_  
Katherine Perrin

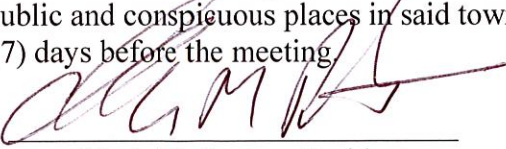
A true copy of the warrant,

Attest:  Debbie Allen Grover, Town Clerk

**RETURN OF THE WARRANT**

North Yarmouth, Maine January 3, 2023

Pursuant to the within warrant to me directed, I have notified and warned the inhabitants of said Town qualified as herein expressed, to meet at said time and place, and for purposes therein named, by posting an attested copy of said warrant at the Town Office, North Yarmouth Variety, Blue Seal Farm & Home, North Yarmouth Fire Rescue Station Wescustogo Hall & Community Center and Toddy Brook Café in said town, being public and conspicuous places in said town, on the 3 day of January 2023, being at least seven (7) days before the meeting.

  
\_\_\_\_\_  
Clark M. Baston, Resident

**EXHIBIT K: Special Town Meeting Results**

# Town of North Yarmouth Select Board Business

## V. *Consent Agenda*

1/17/2023

Consent Agenda items are considered routine and will be considered for adoption by one (1) motion with no separate discussion unless a Select Board member requests and item to be removed.

- A. Payroll Warrants – See Payroll Warrants
- B. Municipal Accounts Payable Warrants – See AP warrants
- C. January 3, 2023 Regular SB Minutes

### **APPROVE CONSENT AGENDA, AS PRESENTED**

*Move that the Select Board approve the Consent Agenda, as presented. Second, discussion and vote follow.*

OR

### **FURTHER DISCUSSION**

*Move to remove \_\_\_\_\_ from the “Consent Agenda” for further discussion under “Any Other Business”. Second, discussion and vote follow.*

**NOTE: WHEN A SELECT BOARD MEMBER WISHES TO TAKE AN ITEM OUT OF ORDER, THE BOARD MEMBER MAY MAKE A MOTION TO DO SO, AS LISTED UNDER “FURTHER DISCUSSION”.**

#### Example

- 1) “I move to remove the April 19, 2022, Business Meeting Minutes from the Consent Agenda for further discussion under ‘Any Other Business’”. *Second, discussion and vote.*
- 2) *At this point, there is a vote on the motion (if there is a second). A vote to approve the Consent Agenda, **as amended**, is then required without any further discussion. (see below)*
- 3) “I move to approve the ‘Consent Agenda’, as amended”. *Second, discussion and vote.*



**Town of North Yarmouth  
Select Board  
Meeting Minutes of January 03, 2023, 7:00 PM-8:36 PM**

**Call to Order:** (17:37-17:58)- Members Present: Brian Sites, Chairperson, Amy Haile, Selectperson, Paul Hodgetts, Selectperson, Katherine Perrin, Selectperson, and Andrea Berry, Selectperson, and Diane Barnes, Town Manager. Chairperson Sites called the meeting to order at 7:00 PM. Pledge of Allegiance. Chairperson Sites wished everyone a Happy New Year.

**History Minutes:** (17.59-20.21)-Presented by Selectperson Haile. Dixie Hayes provided an annual report dated 1933. The 90-year-old report, states painting the Town Hall cost \$69.00. Pipe and fittings for railing cost \$5.57. The North Yarmouth historical society just paid \$8500.00 for the same railings. There were 15 members on the budget committee. No one could pay a tax less than \$60.00. Livestock and musical instruments were assessed for personal state taxes. The highest teacher salary was \$750, and they received an extra \$25.00 for cleaning the school. Thanks, Dixie Hayes, for the fun facts from 1933.

**Appointments:** no appointments tonight.

**Special Presentations:** (20:21-56.26)-Guest, Eric Gagnon from the Yarmouth Water District. He is here to go over results from samples taken from the three aquifers. He wants to explain the system first. There are three aquifers that the Yarmouth Water district uses. Hayes well, pumps 260 gallons per minutes. Estabrook pumps 350-450 gallons per minutes. Reinsborough/Stevens pumps 600-1200 per minute. When a tank in Yarmouth drops below a point the well pump automatically turns on. In the winter, we use .5 million gallons and 1.4 in the summer. This is mainly from people watering lawns and gardens. North Yarmouth pressure zones can get water from the Yarmouth system at any time. There are a few variables that determine which pumps run at certain time.

Eric explained that all three wells were tested, and the Hayes well was the only well that tested positive for PFAS. The results were below the EPA standards. The other 2 wells are off the testing list. The Hayes well must be tested yearly. Yarmouth Water District will test other areas to see if they can determine where the PFAS it is coming from. Due to the test results, The Yarmouth Water district puts the Hayes well as third. In the winter, they will not use all three wells. During a storm or power outages they will pull water from the Hayes well as the others lost power.

Eric stated that if homeowners are concerned about the presence of PFAS in their wells, they can install carbon or resin filters. The filter media is incinerated after use to get rid of the chemicals.

A new well was purchased from the Portland Water District on the Cumberland town line. They will put smaller pumps inside it and do some samples on this new well. They do not want to spend a lot of money on the new well until they know the water quality.

**Questions:**

Selectperson Berry thanked Eric for coming in to talk with the Select Board. When are you planning on testing, and will you go over the results? Eric advised, they will be testing in the winter and spring. They will share the results. The cost is \$500.00 per sample. Selectperson Berry asked if the samples would tell you where the PFAS is coming from. Eric advised, we can find the area, but may never find the cause.

Select Person Hodgetts asked how much PFAS is coming out of septic systems? There is PFAS in a lot of cleaners. Eric is not sure how much goes in the septic system. The ground water protection overlay, according to the Land Use Ordinance is only supposed to have 450 dwellings. It is not up to date. Selectperson Hodgetts asked about the Shape files and if they can help us update our records. Eric said the shape file he has is probably from 2017. Eric said he could try to get updated shape files. Selectperson Hodgetts asked the Town Manager if we can get the shape files from GIS? Diane will make the request.

Selectperson Perrin asked, what is the risk of one aquifer infecting another. It is unlikely, as clay layers separate them. How do the new development and new septic systems tie in? Eric advised he would need to come back to answer this. He knows the current septic designs do not treat for PFAS. Septic systems remove nitrates. Are firefighter chemicals, landfills, and sludge the cause of the PFAS? Eric advises yes. Selectperson Perrin thanked Eric for being here tonight.

Chairperson Sites asked where North Yarmouth stood with PFAS in relation to other communities? Eric advised that we are about the same as the other communities. We are in good standards. For test results, you can go to the State of Maine drinking water program test site. Chairperson asked what could people do? People can test and

install a carbon filtration system. Once the carbon system is installed, he recommends taking another test. This would be the easiest solution for a single-family home.

Selectperson Hodgetts asked about the aquifer on Mill Road. Eric advised they have the well, but there is no piping. work for this well site is far down on the list.

**Public Comment:** (56.25-1:04:15)

Mike Mallory, Walnut Hill Road. Carbon dioxide is changing the whole climate of the world. He wanted to make sure the filters we use don't add more contamination. A short-term solution is not what we need to do.

Link Merrill, 1572 North Road. When you test well water; where do you test? Eric says, the test does go through our internal plumbing, but they do their best not to contaminate the sample. Link asked if the test results are posted. Eric states they are posted on the State of Maine Website.

Nelson Smith advised that firefighter foam was used here, but mostly used up at Pineland.

**Consent Agenda:** (1:04:10-1:04:30)

- A. Municipal Accounts Payable Warrants  
#55 \$104,928.77  
#57 \$795,183.27  
#58 \$38,120.74
- B. Municipal Payroll Warrants  
#56 \$41,495.61
- C. Select Board Minutes-December 13, 2022

Selectperson Perrin seconded by Selectperson Hodgetts moved to approve the consent agenda as presented. Vote 5 yes/0.

**Public Comment:** (1:04:31-1:07:39)

Bill Young stated that he was concerned about a proposed sidewalk in front of the Purple House. What is the point of it and how is going to be paid for? Chairperson Sites said they have a grant. They are waiting on feedback from the engineer. Nothing has been decided or voted on.

Paul Whitmarsh, 1 Wild Turkey Lane, noticed the EV charging stations on the agenda. Chairperson Sites advised it is on the agenda. We do not have much information on it. He is welcome to comment, but we do not have much information.

Bill Young asked if the fire department study came back yet. Diane Barnes, Town manager states not yet they are still working on it.

**Town Manager's Report, Diane Barnes:** (1:07:40-1:16:39)

**Budget**

The Town Manager will be presenting a draft budget schedule for the Select Board to approve at the next Select Board meeting. The budget schedule will include a proposed date for the Annual Town Meeting.

**Playground**

North Yarmouth has the opportunity to accept a playground that is in very good condition. The playground will be demolished this week if the Town. The contractor feels he can remove the playground in 3 large sections and delivered to PW which then could be retrofitted to an area at WH&NYCC. If it cannot be removed without damage, then the contractor will dispose of it on site.

The Select Board was in favor of receiving the playground equipment if it is up to standards and will not cost too much to upgrade.

**Old Business:** (1:16:40-1:25:40)

Board and Committee Appointment Process.

Chairperson Sites stated that he wants to wait for more feedback. He said he will allow feedback until Tuesday, January 10, 2023, and added to the next agenda to discuss.

Andy Walsh, 10 Firefly Lane, stated that this is the first he has heard of the process. In the case of an appointment to an elected position, do you appoint to the next general election or to the end of term? Chairperson Sites advised that the elected position is only filled to the end of the current term. This is stated in the Charter.

Paul Whitmarsh, 1 Wild Turkey Lane, stated that the Charter states that any elected position except, the school board is filled to the end of the term. School Selectpersons goes to the next election.

**New Business:** (1:25:41-1:27:16)

NorthStar planning is going to do an audit of our Land Use Ordinance. Workshop scheduled January 17, 2023, at 6:00PM. Selectperson Berry seconded by Selectperson Perrin moved to schedule a Workshop on January 17<sup>th</sup> at 6pm with NorthStar Planning and The Planning Board. Vote 5 yes/0.

**Keeping Cumberland County Warm-Agreement:** (1:27:18-1:32:40)

Presented Diane Barnes, Town Manager

Cumberland County has allocated \$1.3 million of its State and Local Fiscal Recovery Funds (ARPA) to support and address heating assistance needs in the Cumberland County region.

Funding is available to Local Municipalities and administered through their General Assistance Department. The program will run until April 15, 2023.

This program is intended to provide additional heating assistance for persons or families that otherwise would not be eligible to receive funding through General Assistance due to income eligibility. The goal of the funds is to target families with incomes above the General Assistance and LIHEAP income caps but no more than 300% of the federal poverty guidelines.

Eligible expenses for heating assistance include- Oil, Wood, Propane, Natural Gas, Electricity, Kerosene, and Wood Pellets. The funds are specifically targeting heating costs only.

Diane Barnes, Town Manager will administer the program.

Chairperson Sites, seconded by Selectperson Haile moved to enter into an agreement with Cumberland County for the purposes of accepting grant funds to keep North Yarmouth residents warm through the "Keeping Cumberland County Warm" program and authorize the Town Manager to execute the agreement. Vote 5yes/0

**Public Comments:**

Mike Mallory Walnut Hill Road. Why is there a minimum income requirement to get assistance. Chairperson Site explains, the minimum income requirement is because if you qualify for general assistance or LIHEAP you cannot qualify for this one. It is one or the other.

**Any Other Business:** (1:32:41-1:49:15)

EV Charging Stations

Diane Barnes, Town Manager The existing charging stations do not have the ability to charge. We would need the smart charging machines. The smart Charging stations cost between \$10,000 to \$15,000. The charging station we currently have is limited to 2 hours.

Selectperson Hodgetts states there are at least six cars that are there overnight 4 times a week. We do not know if they are even North Yarmouth Residence. Chairperson Sites states that it only takes 2 hours to charge a battery. His car only takes 20 minutes to charge. Chairperson Sites advised we do not have enough information to answer questions.

Selectperson Hodgetts says it's not fair for taxpayers. Chairperson Sites advised that folks may not mind chipping in for the cost, but we need to figure out how to administer it. Selectperson Berry suggests if overnight parking is an issue, we can put up signs. Chairperson Sites advised we will get more information, determine the problems, and fix them.

Selectperson Berry asked if the volunteer list that Living well maintains is just for them or can the Parks Committee use it to recruit volunteers to track downed logs on the trails? Selectperson Haile advised it is for everyone to use. Selectperson Hodgetts asked if the Zoning Board of Appeals could use it too and Selectperson Haile advised yes. She will reach out to Steven Palmer for them.

Selectperson Berry would like to put on the next agenda a potential update and reaffirmation of the resolution supporting the rail trail.

Selectperson Berry advised she received a message from a resident whose dog ran a little off the trail and got stuck in a trap. If you are trapping on the land, can you put up a sign warning of trappings if you abut one of our public parks? The dog owner understands it is their responsibility to control the dog, but a sign would be helpful. Buster the dog is doing well.

Selectperson Hodgetts asked where we are at for the quotes for the appliances out in the kitchen of the Community Center. Diane Barnes, Town Manager advised she has those and will get those to him.

Chairperson Sites asked Diane for an update on AV Equipment. The design came up for just the meeting room so that went back to the drawing board. We are still waiting on an updated design. Selectperson Hodgetts suggested that we purchase two new wireless microphones. Chairperson Sites advised we can get the microphones since this is taking longer than expected.

**Adjournment:** (1:49:16--1:49:22)

**Chairperson Sites, seconded Vice Chairperson Haile moved to adjourn at 8:36pm. vote 5/0.**

Karen Casale, Recording Secretary

Select Board

\_\_\_\_\_  
Brian Sites, Chair

\_\_\_\_\_  
Amy Haile, Vice Chair

\_\_\_\_\_  
Paul Hodgetts

\_\_\_\_\_  
Katherine Perrin

\_\_\_\_\_  
Andrea Berry

# Town Manager Monthly Project Agenda (January-February 2023)

The following list includes goals for work to be completed within specific projects in the following month. This in no way represents a list of all work done within this department, nor does it guarantee that all items will be completed exactly on schedule. The constantly changing requirements placed by the public and internal service aspect of my department along with cooperation with outside agencies will always come into play when scheduling projects within the town.

Department	Project	Items to Complete
<b>Town Manager</b>	<ul style="list-style-type: none"> <li>• CIP</li> <li>• Budget</li> <li>• GPCOG</li> <li>• Solid Waste/Recycling</li> <li>• Department Head Meetings</li> <li>• Ordinance Amendment</li> <li>• PACTS Funding</li> <li>• Technology</li>   <li>• Audit</li> <li>• Rail Use Advisory Council</li> <li>• Annual Town Report</li> <li>• TIF Amendments</li>   <li>• Select Board Goals</li> <li>• Personal Property Tax Collection</li> <li>• Street Name Project</li>   <li>• Personnel Policy Review</li>   <li>• Employee Appreciation</li> <li>• Fee Schedule Update</li> </ul>	<p>Begin work on a comprehensive capital improvement plan-ongoing</p> <p>Review and begin work on the FY 24 budget restructuring-ongoing</p> <p>Attend monthly PACTS Policy Committee meetings-ongoing</p> <p>Work on budget amount for tote purchases</p> <p>Schedule monthly department head meetings-ongoing</p> <p>Review ordinance for proposed amendments-ongoing</p> <p>Provide updated cost estimates for PACTS project to MDOT</p> <p>Work with ION Networking to start cyber security training.</p> <p>Continue work on the FY 22 Final audit-ongoing</p> <p>Attend the final meeting of the Rail Use Advisory Council-January</p> <p>Start work on Manager’s report and Tax Collector reports for annual Town Report</p> <p>Work with the Assessor and Legal on proposed TIF Amendments and Technical revisions for a February 1<sup>st</sup> target date to send to DECD.-ongoing</p> <p>Begin working on wage and benefit compensation study/proposal</p> <p>Turn over delinquent PP FY 21 &amp; 22 taxpayers to legal to file UCC liens-January</p> <p>Review of alike street names, met with Fire Chief and CEO, researching process to make name changes-ongoing</p> <p>Work with Debbie on updating the personnel policy-ongoing</p> <p>Work with Debbie on ideas to present to the SB for employee appreciation and service</p> <p>Work with Department Heads during budget process.</p>

**North Yarmouth Select Board 2022-2023  
DRAFT Committee Appointment Process**

**Standing Committees with statutory responsibilities**

<b>Task</b>	<b>Responsible Party</b>	<b>Recommended Timeline (6 Weeks)</b>
Notify Select Board of vacancy	Committee Chair	ASAP
Review job description with desired candidate qualifications and application deadline	Committee Chair and SB Liaison	6 weeks from application deadline
Coordinate outreach via town website, town Facebook, and town weekly email	Town Manager	4 weeks and 2 weeks from application deadline
Coordinate outreach via committee Facebook, committee member outreach as appropriate/applicable	Committee Chair	4 weeks and 2 weeks from application deadline
Complete application	Candidate	
Send application to Select Board liaison and committee chair	Town Manager	rolling basis
Develop interview committee of committee chair, selectboard members, town manager	committee chair, selectboard members, town manager	1 week from application deadline
Develop interview questions	interview committee	1 week from application deadline
Conduct interviews and discuss candidate qualifications	interview committee	1 week after application deadline
Recommend candidate to Select Board for appointment	interview committee	2 weeks after application deadline
Discuss and vote on candidate appointment per Town Charter	Select Board	Meeting following recommendation
Register candidate for appropriate MMA training	Town Manager	ASAP

**Standing Committees**

<b>Task</b>	<b>Responsible Party</b>	<b>Recommended Timeline (6 Weeks)</b>
Notify Select Board of vacancy	Committee Chair	ASAP
Create job description with desired candidate qualifications and application deadline	Committee Chair and SB Liaison	6 weeks from application deadline
Coordinate outreach via town website, town Facebook, and town weekly email	Town Manager	4 weeks and 2 weeks from application deadline
Coordinate outreach via committee Facebook, committee member outreach	Committee Chair	4 weeks and 2 weeks from application deadline
Complete application	Candidate	
Send application to Select Board liaison and committee chair	Town Manager	rolling basis
Develop interview committee of committee chair and committee members	Committee Chair	1 week from application deadline
Develop interview questions	interview committee	1 week from application deadline
Approve interview questions for legality	Town Manager	1 week from application deadline
Conduct interviews and discuss candidate qualifications	interview committee	1 week after application deadline
Share candidate qualifications and recommendation with committee, hold vote to recommend candidate	interview committee	2 weeks after application deadline
Recommend candidate to Select Board for appointment	interview committee	2 weeks after application deadline

**North Yarmouth Select Board 2022-2023  
DRAFT Committee Appointment Process**

<b>Task</b>	<b>Responsible Party</b>	<b>Recommended Timeline (6 Weeks)</b>
Discuss and vote on candidate appointment per Town Charter	Select Board	Meeting following recommendation

**Ad-Hoc Committees**

<b>Task</b>	<b>Responsible Party</b>	<b>Recommended Timeline (6 Weeks)</b>
Notify Select Board of vacancy	Committee Chair	ASAP
Create job description with desired candidate qualifications and application deadline	Committee Chair and SB Liaison	6 weeks from application deadline
Coordinate outreach via town website, town Facebook, and town weekly email	Town Manager	4 weeks and 2 weeks from application deadline
Coordinate outreach via committee Facebook, committee member outreach	Committee Chair	4 weeks and 2 weeks from application deadline
Complete application	Candidate	
Send application to Select Board liaison and committee chair	Town Manager	rolling basis
Develop interview committee of committee chair and committee members	Committee Chair	1 week from application deadline
Develop interview questions	interview committee	1 week from application deadline
Approve interview questions for legality	Town Manager	1 week from application deadline
Conduct interviews and discuss candidate qualifications	interview committee	1 week from application deadline
Share candidate qualifications and recommendation with committee, hold vote to recommend candidate	interview committee	2 weeks after application deadline
Recommend candidate to Select Board for appointment	interview committee	2 weeks after application deadline

**Subject:** Fw: Feedback on Committee Appointment Process  
**Date:** Tuesday, January 10, 2023 at 12:12:21 PM Eastern Standard Time  
**From:** Amy Haile  
**To:** Brian Sites

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**From:** Andrea Berry <aberry@northyarmouth.org>  
**Sent:** Tuesday, January 3, 2023 8:03 PM  
**To:** Amy Haile <ahaile@northyarmouth.org>  
**Subject:** Fw: Feedback on Committee Appointment Process

Feedback from Waste Reduction Committee...

**Andrea Berry**  
North Yarmouth Select Board  
Term: 2022-2025

Email: aberry@northyarmouth.org  
Pronouns: she/her/hers ([why pronouns matter](#))

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**From:** Laurie Gilman <laurie.gilman@yahoo.com>  
**Sent:** Tuesday, January 3, 2023 4:58 PM  
**To:** Darcy Cunningham <darcy@turninglight.org>; Andrea Berry <aberry@northyarmouth.org>  
**Subject:** Re: Feedback on Committee Appointment Process

Hi Andrea,

Thanks for checking in with us. Darcy & I have communicated. Here's some feedback.

This looks like a lot of procedural tasks for our little committee but we understand that the SB is looking to streamline the process. For a committee of 5 to bring together an interview subcommittee seems ambitious. Is it feasible that a candidate attend the next scheduled meeting and we talk/interview them then? Of course we will abide by whatever the SB decides but keeping administrative tasks to a minimum would be ideal.

I am desperately hoping that the application itself is being updated? I have found that to be the biggest problem. Could it request a resume or other details? A cover letter? The form was so generic that is made it hard to figure out what to say. Or is that why there is a "create job description & qualifications" step? Would the application form be specific to each committee? And it should be made available to fill out online if possible, just like a job application would be.

And also, I have heard of an unwritten expectation that a candidate should attend the SB meeting where the final decision is made. Is that just a preference by a few individuals, or something that should be expected?

Just a couple of other things I noticed:



Is the name & mission of our committee going to be changed on the first tab of the document?

There's no mention of the SB approving a candidate for an ad hoc committee. Shouldn't it have "Discuss and vote on candidate appointment" done by SB, as the last task?

I'm home until 6:45 tonight if you want to call and clarify anything. I wish I didn't have chorus rehearsal on Tuesday nights so I could actually attend a SAB meeting!

Laurie - and Darcy

On Tuesday, January 3, 2023, 04:33:12 PM EST, Laurie Gilman <laurie.gilman@yahoo.com> wrote:

I understand why they are doing this but yes, it does seem like a lot of procedures. I'm guessing they are just looking for uniformity and the reality would be much easier than this looks.

I would like them to update the name & purpose on the other part of this doc. And would ask for clarification if a candidate should come to the SB meeting. There seems to be an unwritten expectation that the candidate should be at the confirmation meeting.

On Jan 2, 2023, at 9:02 PM, Darcy Cunningham <darcy@turninglight.org> wrote:

Hi – this looks pretty involved for our committee.

“Coordinate outreach via committee Facebook, committee member outreach” – we don't have anything other than town pages.

Also – last time we added someone, the select board (or Debbie as acting town mngr??) simply told us a new person applied and was approved. (ie when Lisa B joined)

I do appreciate committee reviewing applicants, but not sure an interview process is required??

What do you think Laurie?

--

namaste'

darcy

*finding ease in body, mind, & soul*

Darcy Cunningham  
Turning Light Center  
N. Yarmouth Maine

[www.TurningLight.org](http://www.TurningLight.org)

*If we create peace in our own bodies and minds, the world becomes more peaceful.*

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**From:** Andrea Berry <aberry@northyarmouth.org>

**Date:** Monday, January 2, 2023 at 5:58 PM

**To:** Laurie Gilman <laurie.gilman@yahoo.com>, darcy cunningham <darcy@turninglight.org>

**Subject:** Feedback on Committee Appointment Process

Hi Darcy and Laurie,

I apologize that I didn't send this last month, December just got away from me! The Select Board is working on a standardized committee appointment process and we would appreciate your input as Co-Chairs of the Waste Reducation Committee. Please take a look at the attached spreadsheet that details the proposed process and let me know your high-level thoughts: do you see any places for concern as Chairs? Anything that seems unclear? General feedback?

Waste Reduction is an ad hoc committee, and so please review the third of the processes, as that will be what you'll be implementing for any vacancies.

If, by a miracle, you can send me your thoughts by tomorrow evening I'll be able to share them at our Select Board meeting. If, understandably, you can't get to this until later in the week, I'll bring it to our second January meeting.

Many thanks for your feedback.

Andrea

**Andrea Berry**

North Yarmouth Select Board

Term: 2022-2025

Email: [aberry@northyarmouth.org](mailto:aberry@northyarmouth.org)

Pronouns: she/her/hers ([why pronouns matter](#))

**Subject:** Fw: SB Request

**Date:** Tuesday, January 10, 2023 at 12:11:53 PM Eastern Standard Time

**From:** Amy Haile

**To:** Brian Sites

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**From:** Steven Palmer <shpalm178ct@gmail.com>

**Sent:** Friday, December 30, 2022 5:11 PM

**To:** Amy Haile <ahaile@northyarmouth.org>

**Subject:** SB Request

Amy

Received your call. Let me try to answer your request. If I am missing points or are unclear give me a shout.

**Announcement of Opening**(Vacancy) by Main Office on RFTH and on the website, even at SB meetings

**Application:** could include mention of the committee's home page on the town website.

Also encouragement to attend at least one meeting would be a plus and to have read the SB charge of the committee. These may be part of a checklist on the application?

A question may include whether the applicant has volunteered in any manner to the committee for which they are applying.

These points are of course in addition to the general questions asked on the application.

**Committee Involvement:** Interview and/or review of applicants by the committee for which the applicant is applying. The committee can choose to simply review the applications and make a decision or proceed with an interview process. An interview would seem optimum but if the committee is well aware of the applicant then an interview may be unnecessary. (A volunteer who has demonstrated commitment to the work and efforts of the committee certainly should not have to go through an interview).

**Recommendation:** The committee makes a recommendation to the SB liaison for an applicant they wish to be appointed. The SB liaison will have witnessed the process and therefore be able to make an informed recommendation to the SB. This step in the process should be set by the SB.

I hope this is of help.

Steve

**Notes from 12/27/22**  
**North Yarmouth Committee Appointment Process**

1. The select board is the body that receives the resignation and is the first ones aware of the open position. Further, if the committee chair is the one who resigns, who is the “responsible party”?
2. The vacancy is not a “job”, it is a volunteer position . The committee/board should develop the desired skill set and experience now, before any positions are open. The select board should maintain these from each committee/board rather than wait until there is an opening. These should be updated by the committee/board as members leave and a gap in skills occurs.
3. A slight changing in wording to allow for any future changes in town communication.
4. Committees/boards should not be operating independent social media accounts or web pages. All town business should be operated through the official town sites.
5. Unnecessary. If an individual is interested, he/she will apply without prompting
6. The Town Charter puts the Select Board in charge of appointments. There is no reason for anyone other than the SB to receive and review the applications. The committees/boards have provided their requirements in the second bullet point. The SB doesn’t need to run the applications by the committee/board. Again there is a discrepancy if the vacancy came due to a resignation of the chair. The town office is a point of drop off and holds an administrative role in ensuring the applications are forwarded.
7. The interview committee is a sub-committee and should be made up of only Select Board members. The charter gives the power to appoint individuals to committees/boards only to the Select Board. (Article II.4.g)

*The Select Board shall make appointments to boards, commissions and committees from time to time. In the case of elected positions described in Article IV below, the Select Board shall have the authority to appoint members to otherwise elected committee positions in the event of removal, disability, or resignation and in the event no qualified candidate is elected on a secret ballot. Such appointments shall be for the unexpired term of such position.*

The Town Manager is prohibited by the charter from appointing or supervising individuals on appointed committees/boards. (Article III.3.K)

*...The Town Manager shall not appoint or supervise any members of boards, commissions, committees and the assessor whether elected or appointed by the Select Board, with respect to the performance of those duties.*

8. The Town Manager does have experience in interviewing and town matters and is a good resource for the development of interview questions.

9. (This covers the changes in 9, 10, &11)The interview sub-committee should conduct the interviews and then bring that information to the next Select Board meeting for a full discussion and selection of the appointee. Maine open access law requires not just the decision to be made in public, but the reasoning behind the decision. If the interview sub-committee brings only their recommendations and those recommendations are voted on, the public has no idea on how the decision was reached. In other words, the decision was made outside of the public and then formalized at a public meeting. This is in violation of Maine's open access law. The public has a right to know what prompted one candidate to be chosen over another. Having this discussion in public would remove the appearance of bias toward any individual.

The overall big picture is that the Select Board is in charge of the appointment process and this should not be delegated to the committee chairs. The decision making process needs to be done in public to avoid the appearances of bias.

## North Yarmouth Select Board 2022-2023 DRAFT Committee Appointment Process

### Standing Committees with statutory responsibilities

Task	Responsible Party	Recommended Timeline (6 Weeks)
<del>Notify Select Board of vacancy</del>	<del>Committee Chair</del>	<del>ASAP</del>
<del>Review job description with desired candidate qualifications and application deadline</del> Develop qualifications, desired skills/experience, expectations (including time commitment) at committee workshop and forward to Select Board	Committee Chair and SB Liaison	6 weeks from application deadline As soon as practicable based on workshop agendas (review as necessary)
<del>Coordinate outreach via town website, town Facebook, and town weekly email</del> Advertise vacancy through all official town communication channels	Town Manager	4 weeks and 2 weeks from application deadline
<del>Coordinate outreach via committee Facebook, committee member outreach as appropriate/applicable</del>	<del>Committee Chair</del>	<del>4 weeks and 2 weeks from application deadline</del>
<del>Complete application</del>	<del>Candidate</del>	
<del>Send Forward</del> application(s) to Select Board <del>liaison and committee chair</del>	Town Manager	rolling basis
<del>Develop Choose</del> interview subcommittee of <del>committee chair, selectboard members, town manager</del>	<del>committee chair, selectboard members</del> Select Board, <del>town manager</del>	1 week from application deadline
Develop interview questions	interview committee and Town Manager	1 week from application deadline
Conduct interviews <del>and discuss candidate qualifications</del>	interview committee	1 week after application deadline
<del>Recommend candidate to Select Board for appointment</del>	<del>interview committee</del>	<del>2 weeks after application deadline</del>
Discuss <del>candidate(s)</del> qualifications and vote on candidate(s) appointment per Town Charter	Select Board	1st <del>M</del> meeting following <del>recommendation completion of interviews</del>
Register candidate for appropriate MMA training	Town Manager	ASAP

### Standing Committees

Task	Responsible Party	Recommended Timeline (6 Weeks)
Notify Select Board of vacancy	Committee Chair	ASAP
Create job description with desired candidate qualifications and application deadline	Committee Chair and SB Liaison	6 weeks from application deadline
Coordinate outreach via town website, town Facebook, and town weekly email	Town Manager	4 weeks and 2 weeks from application deadline

**North Yarmouth Select Board 2022-2023  
DRAFT Committee Appointment Process**

<b>Task</b>	<b>Responsible Party</b>	<b>Recommended Timeline (6 Weeks)</b>
Coordinate outreach via committee Facebook, committee member outreach	Committee Chair	4 weeks and 2 weeks from application deadline
Complete application	Candidate	
Send application to Select Board liaison and committee chair	Town Manager	rolling basis
Develop interview committee of committee chair and committee members	Committee Chair	1 week from application deadline
Develop interview questions	interview committee	1 week from application deadline
Approve interview questions for legality	Town Manager	1 week from application deadline
Conduct interviews and discuss candidate qualifications	interview committee	1 week after application deadline
Share candidate qualifications and recommendation with committee, hold vote to recommend candidate	interview committee	2 weeks after application deadline
Recommend candidate to Select Board for appointment	interview committee	2 weeks after application deadline
Discuss and vote on candidate appointment per Town Charter	Select Board	Meeting following recommendation

**Ad-Hoc Committees**

<b>Task</b>	<b>Responsible Party</b>	<b>Recommended Timeline (6 Weeks)</b>
Notify Select Board of vacancy	Committee Chair	ASAP
Create job description with desired candidate qualifications and application deadline	Committee Chair and SB Liaison	6 weeks from application deadline
Coordinate outreach via town website, town Facebook, and town weekly email	Town Manager	4 weeks and 2 weeks from application deadline
Coordinate outreach via committee Facebook, committee member outreach	Committee Chair	4 weeks and 2 weeks from application deadline
Complete application	Candidate	
Send application to Select Board liaison and committee chair	Town Manager	rolling basis
Develop interview committee of committee chair and committee members	Committee Chair	1 week from application deadline
Develop interview questions	interview committee	1 week from application deadline
Approve interview questions for legality	Town Manager	1 week from application deadline

**North Yarmouth Select Board 2022-2023**  
**DRAFT Committee Appointment Process**

Task	Responsible Party	Recommended Timeline (6 Weeks)
Conduct interviews and discuss candidate qualifications	interview committee	1 week from application deadline
Share candidate qualifications and recommendation with committee, hold vote to recommend candidate	interview committee	2 weeks after application deadline
Recommend candidate to Select Board for appointment	interview committee	2 weeks after application deadline





## Town of North Yarmouth

# Quarterly Report – Municipal Administration Department

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Reporting Period: **October | November | December - FY23**

### Voter Registration

Fiscal Year	Democrat	Green	Libertarian	Republican	Un-Enrolled	Total Voters
<b>2021</b>	1483	134	n/a	1028	1057	3702
<b>2022</b>	1549	135	2	1046	1089	3821

### Election Results

- November 18, 2022 – 73% Voter turnout, 2770 votes casts (3 ballots, State, Municipal and MSAD#51). Reporting for this election continue through to January 31, 2023.

### Upcoming Elections

- Tuesday, [June 13, 2023](#) – Municipal Officers | MSAD 51 Budget Validation Referendum.
  - Nomination papers available March 6, 2023, and must be filed with the Clerk by April 13, 2023.

<u>Communications</u>	<i>(number of subscribers)</i>	<b>FY22</b>	<b>FY23</b>
• <a href="#">Reminders From Town Hall</a>		953	1014
• <a href="#">Facebook</a>		1689	1787
• <a href="#">Instagram</a>		628	694
• <a href="#">Twitter</a>		351	370
• TextMyGov (Opt-Ins/Help Notification Messages)		71	122
• <a href="#">Town Hall Streams</a> – Live Connections*		693	742

\*Note: Connections are not necessarily 1 person per meeting, if someone lost there connect 5 times and reconnected 5 times, those numbers are included in these totals.

### Notes

- New hire for the Administrative and Finance Assistant to the Town Manager started on November 7, 2022.
- Conducting interviews for the Administrative Assistant to Code Enforcement & Assessing Departments in late December.
- Bi-annual meeting of the Cemetery Commission was held on December 19, 2022.
- Searching for the next recipient of the Boston Post Cane in 2023, current holder of the cane passed on October 30, 2022 at the age of 98 years.

Submitted by Debbie Grover, Assistant Town Manager



Town of North Yarmouth  
Code Enforcement Department  
**Quarterly Report**  
**October-December 2022**

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**Permit Comparison**

<b><u>Permit Type</u></b>	<b><u>October 2021</u></b>	<b><u>October 2022</u></b>	<b><u>November 2021</u></b>	<b><u>November 2022</u></b>	<b><u>December 2021</u></b>	<b><u>December 2022</u></b>
Occupancy Certificates	5	4	0	0	5	2
Building Permits	16	4	9	2	7	14
New Homes	9	0	1	0	6	7
Plumbing Permits	19	10	5	4	22	6
Septic Permits	9	4	2	2	7	3
Electric Permits	22	12	16	5	9	14
Subdivisions	0	0	0	1 (VG)	0	0
Contract Zoning	0	0	0	0	0	0

**CEO Overview**

There were 6 certificates of occupancy issued this 4th quarter of 2022 compared to 10 issued the 4th quarter of 2021. There were 30% less building permits issued this quarter than last year. There were 7 New Home permits pulled this quarter vs 16 last year. There were nearly double the amount of plumbing permits pulled during the 4th quarter of 2021 than this year. This trend was consistent for Septic Permits as well. There were roughly 1/3rd less electrical permits pulled this quarter vs last year's final quarter. Village Green, though technically an amendment to Village View Subdivision, was approved at the November 2022 Planning Board Meeting with 4 dwelling units to be constructed in 2023. I think a large part of the decrease in permits this 4th quarter vs last year's is a result of the timing of previous subdivisions being built. Village view building permits were being pulled and York Ridge was still being constructed at this time last year, which largely drove the high number of permits.

Crossroads Development is well underway. The 5 homes on the Rt. 9 side of Dozer Dr are being constructed, with 2/5 having been issued Certificates of Occupancy. Village View Phase 2 is nearing completion, with only a few lots left to be developed. Lots 1 & 2 are the only ones that have not had permits pulled at this point. Trudy Bird's officially opened for business during this 4th quarter of 2022.

Respectfully,  
Ben Scipione

Submitted by Ben Scipione  
Code Enforcement Officer Date: 01/12/2023



# Town of North Yarmouth Quarterly Department Head Report Fire Rescue Department

Reporting Period: 2<sup>nd</sup> Quarter October 2022 through December 2022 FY 2023

<b>Activity</b>	<b>FY2022</b>	<b>FY 2023</b>
Medical Calls	66	69
Fire Calls	62	90
Patient Evaluations	63	67
Transports	47	50
Public Assistance	8	8
Vehicle Accidents	5	8
Mutual Aid	24	18
Unauthorized Burning	2	0
<b>Total Member Hours on Calls</b>	499:11	719:57
<b>Total Member Hours Training</b>	546:30	309:00
<b>Total Incidents</b>	<b>128</b>	<b>159</b>

## Changes/Updates

Over the last quarter all (3) three of our live-in students have complete their Firefighter I & II certification. We have had (1) one call member participates and become certified as a firefighter I & II. All 4 members are very active within the department and increases the departments capability. We have (1) one call member currently enrolled in a basic EMT program and hopes to be complete with the program and licensed as a EMT-Basic by the end of January. We have brought on (1) one new call member to the department. He does not have any experience but he would love to learn both fire and EMS functions.

I would like to take a minute to thank all of the call members that assisted with emergency responses during the December 24<sup>th</sup> wind/rainstorm. North Yarmouth Fire Rescue handled 24 emergency calls over an 18-hour period with very little break in between calls. On many of these responses there was a joint effort with NYPWD of both agencies working side by side to make our roads passible and mitigate the emergencies as safely as possible. I am extremely proud of the men and women that serve our community. I would also like to take a moment to recognize Vernon "Butch" Goff. Butch recently retired from the department in which he gave the town 52-1/2 years of selfless service. I recognized Butch at the departments annual banquet in November. Butch served the Town of North Yarmouth from 11-01-1969 until 06-31-2022.

Call Volume Statistics for the calendar years of 2015 through 2022

<b>Calendar Year</b>	<b>Calls for Service</b>
January 1, 2015 to December 31, 2015	288
January 1, 2016 to December 31, 2016	355
January 1, 2017 to December 31, 2017	399
January 1, 2018 to December 31, 2018	357
January 1, 2019 to December 31, 2019	346
January 1, 2020 to December 31, 2020	384
January 1, 2021 to December 31, 2021	431
January 1, 2022 to December 27, 2022	489



# Town of North Yarmouth Quarterly Department Head Report Fire Rescue Department

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## **Project(s) Update**

Port City Architecture has finished their initial report. I am working with Port City Architecture and the Town Manager on scheduling at an upcoming meeting for Port City Architecture to present the draft report. We held our Annual Open house on October 7<sup>th</sup> from 5:00PM to 7:00 Pm. During the open house we also offered a flu vaccination clinic in which 69 people were vaccinated. The COVID-19 FEMA DR4522ME declaration closed out on December 31<sup>st</sup>, 2022. I submitted all of our paperwork and met with our FEMA representative on December 12, 2022. I submitted the following expenses for reimbursement:

1. Expenses from Feb 1<sup>st</sup>, 2020-June 30, 2021, for a total of \$12,175.51
2. Expenses from July 1<sup>st</sup>, 2021, to June 30, 2022, for a total of \$6,967.13
3. We did not submit expenses from July 1, 2022, to December 31, 2022 due to not meeting the minimum cost amount of expenditures to submit.

I will meet with FEMA sometime over the month of January to finish the closeout on the documents. More to follow on the exact amount we can expect to see from the reimbursement.

## **Coming Up**

I am still currently working with Cumberland County EMA on updating the Town of North Yarmouth Emergency Operations Plan. We have made some great progress with the plan and are currently meeting monthly to discuss any changes and updates needed. The wind and rainstorm that came through town on the Christmas Weekend had showed the need for many warmings shelters throughout the county. I am meeting with Cumberland County EMA on our shelter plan on January 9<sup>th</sup> @ 09:00 to discuss our shelter plan. The county would like to complete our shelter plan and use it as a template for the rest of the communities in Cumberland County to follow. Lastly over the next few months we will be working on our annual budget requests.

Respectfully Submitted,  
January 4, 2023

Gregory Payson  
Fire Rescue Chief/EMA Director/ Public Health Officer, Fire Rescue Department



## Quarterly Report - Public Works Department October/November/December

### General Maintenance of Parks & Grounds

- Dump trash cans at Parks, restock dog waste bags.
- Rotary mow hay fields- hay not cut by farmer in summer.
- Trim Baston park banks.
- Blow/rake/pick up leaves
- Remove flags.
- Store summer equipment, Get grounds ready for winter.
- Close parks for winter. (Baston/ Meeting house river access)
- Rocks to control trail access at Hays forest.
- Pick up kiosk for Nights pond access.

### **Heavy Equipment:**

- Maintenance of equipment
- Assist Fire/rescue with maintenance of Fire rescue equipment
- Storage of summer equipment.
- Get winter equipment ready.

### **Road Maintenance:**

- Repair and installed street signs at various locations
- Pick up of road kill
- Tree, limb and brush removal
- Grade dirt roads and park drive/parking lots.
- Drainage, Shoulder, and brush cutting Mill road.
- Pot hole patching
- Drainage work Greely road, North road, Royal road,
- Greely road slip line project.
- Finished painting RR crossing ahead, Mill road
- On going Flashing speed signs/ Street signs, vandalism and theft, working with sheriffs dept.
- Get salt/sand etc. ready for winter.

### **Other:**

- Open brush dump as needed
- Attend MDOT sidewalk and pedestrian safety class.
- Installed public information signs as directed by Town clerk.
- Assist Town Clerk with Voting as requested.
- Assist WH&CC as requested.
- Pick up waste oil for winter heat

### **Changes/Updates:**

- Working on underground culvert inventory
- Working on. "Municipal Disaster Debris management plan"
- Pacts/MDOT MPI Cumberland road/Walnut hill road intersection side walk. Engineer design process.
- Review of Winter roads policy

### **Projects:**

- Working on Sweetser road/Toddy brook culvert replacement.
- Fuel Island completed



# Town of North Yarmouth Quarterly Department Head Report Wescustogo Hall & North Yarmouth Community Center

Reporting Period: October 10-31, 2022 – January 1-10 2023

Department Head: Jackie Hersey

## STATISTICS

Usage	October	November	December	January
Open Gym	26	154	87	83
Pickleball	0	96	287	65
Meetings	7	9	9	5
Programs	15	15	17	18
Banquets	1	3	0	0
Rentals	3	4	6	1
<b>TOTALS</b>	52	281	406	172
Operating Hours	October	November	December	
Monthly	192	251	268.5	106
Weekly Average	64	62.75	67.125	77

## REPORT

The community center has been very busy over the last few months. We closed out **October** with a successful Trunk or Treat & movie night. We had 38 trunks participate, Uncle Sean's Food truck came, and Greely Football Boosters sold refreshments. We had a turnout of 400+ people.

In **November** we began indoor pickleball. Per request, we adopted the Spond app to monitor sign ups and participation. The group has session T/TH 10am-12pm & 12-2pm, Saturdays 9-12pm & 4-7pm, Sundays 3-6pm (a total of 17 hours a week).

Between **November & December**, we hosted 4 GHS sports banquets (volleyball, football, girls', and boys' soccer), a wreath making class, a kid's yard sale and the Merry Mixer.

\*This year's Merry Mixer & Tree Lighting brought together a new tradition to pair with an old tradition with hopes of attracting more residents. Brio dance company brought their local dancers to perform, Santa came, Hannaford donated hot chocolate and we showed "Elf" after the tree lighting. The Historical Society was also present to sell books and mugs.

Rentals were steady over the past few months. We booked a 3-part yoga workshop, Blue Grass Association's jam session (one a month-April), a wreath making class and a handful of birthday parties. We also hosted two holiday crafts fairs (2-day Veteran's Day Fair & 1-Day Walnut Hill Craft Fair).

## Current Scheduled Activities

On a weekly basis, here is a list of the classes/programs the community center is hosting:

### **Drop-in Rate:**

- ❖ Pickleball (T/TH/Sat/Sun)
- ❖ Kiddie gym (M/W/F)
- ❖ Open Gym (M-F)

### **Donation Based:**

- ❖ Community Book Club



# Town of North Yarmouth Quarterly Department Head Report Wescustogo Hall & North Yarmouth Community Center

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## Classes/Programs:

- ❖ Yoga (M/W)
- ❖ 360 Circuit (T AM/PM & TH AM)
- ❖ Cardio Fusion (T/TH)
- ❖ Cardio, Core, Community (T/TH)
- ❖ Joy of Music (W)
- ❖ Recreational Basketball (M-F)
- ❖ Brio Dance Classes (T/TH)

## Free For the Community:

- ❖ Boy Scouts
  - 3x per month
- ❖ Girl Scouts
  - 2x per month
- ❖ Cub Scouts
  - 1x per week
- ❖ 4H Club
  - 1x per month
- ❖ Project Graduation
  - 1x per month
- ❖ Town Meetings
  - Planning Board
- Select Board
- EDCS
- ZBA
- ❖ Committee Meetings
  - Recycling
  - Parks
  - LWNY
  - Events Committee
- ❖ MSAD 51 Meetings
- ❖ Indoor Walking
  - M/W/F each week
- ❖ Library Hours – Whenever building /CR are open

**\*With the increased use of our building, our staff has been adjusting schedules as best we can without costing the Town overtime. We are currently operating 12-12.5 hours M-F, 10 hours on Saturday and Sundays between 4-11 hours.**

Respectfully Submitted,

Jackie Hersey  
Wescustogo Hall & North Yarmouth Community Center Director

## North Yarmouth Municipal Budget Schedule FY2024

6:00 PM- Select Board Budget Workshops

7:00 PM- Public Hearings/Select Board Meetings/Special Meetings

6:00 PM-Budget Committee Meetings

March 21, 2023	Tuesday- Budget Workshop-Select Board 6PM <i>Budget Introduction</i> Regular Meeting-Select Board 7PM
March 23, 2023	Thursday, Budget Workshop-Budget Committee 6PM <i>Budget Introduction</i>
March 28, 2023	Tuesday- Budget Workshop-Select Board 6PM <i>Budget Workshop</i>
March 30, 2023	Thursday, Budget Workshop-Budget Committee 6PM <i>Budget Workshop</i>
April 04, 2023	Tuesday- Budget Workshop-Select Board 6PM <i>Budget Workshop</i> Regular Meeting-Select Board 7PM
April 06, 2023	Thursday, Budget Workshop-Budget Committee 6PM <i>Budget Workshop</i>
April 11, 2023	Tuesday- Budget Workshop-Select Board 6PM <i>Budget Workshop</i>
April 13, 2023	Thursday, Budget Workshop-Budget Committee 6PM <i>Budget Workshop</i>
April 18, 2023	Tuesday- Budget Workshop-Select Board 6PM <i>Budget Workshop</i> Regular Meeting-Select Board 7PM
April 20, 2023	Thursday, Budget Workshop-Budget Committee 6PM <i>Budget Workshop</i>
April 25, 2023	Tuesday- Budget Workshop-Select Board 6PM <i>Budget Workshop</i>
April 27, 2023	Thursday, Budget Workshop-Budget Committee 6PM <i>Budget Workshop</i>
June 17, 2023	Saturday, Annual Town Meeting 9AM



## June 17, 2023 - Annual Town Meeting Timeline

- 04/17/2023 Last day to place PB PH Notice in Forecaster to be published on 4/20/2023 and 4/27/2023
  - 05-01-2023 School BD Meeting: BD approves FY24 Budget
  - 05-02-2023 Select BD Votes to approved Warrant for FY24 ATM
    - Counter Signs MSAD#51 Budget Warrant
  - 05-08-2023 Last day to place SB PH Notice in Forecaster to be published on 5/11/2023
  - 05-08-2023 Last day to post notice of Select BD Public Hearing w/attested document.
  - 05-09-2023 Public Hearing - Planning BD for LUO items
    - 13 Days prior to Public Hearing a Notice must be Posted and published (2) twice in a newspaper that has a general circulation in the municipality. The date of the first publication must be at least 12 days before the hearing and the date of the 2nd publication must be at least 7 days before the hearing
  - 05-16-2023 Public Hearing – Select BD/Budget Committee FY24 Budget
    - 7 days prior to Public Hearing a Public Notice must be posted with an attested copy of the warrant.
  - 05-18-2023 District Budget Meeting (Clerk & Deputy must attend)
  - 06-09-2023 Post ATM Warrant in Public Places (must be done at least 7 days prior to ATM)
  - 06-13-2023 Election Day (Municipal Officers, MSAD#51 Budget Validation Referendum)
  - 06-17-2023 Annual Town Meeting
- 

## June Election Timeline

- 03-06-2023 Nomination Papers Available for Municipal Officers
  - Budget Committee | 2 three-year terms (Fulton and vacant)
  - Cemetery Commission | 1 five-year term and the remainder of a term ending 2025 (Heath and Thibeault)
  - MSAD#51 BD of Directors | 1 three-year term (Bryant)
  - Select BD | 2 three-year terms (Perrin and Sites)
  - Yarmouth Water District Trustee | will not be on ballot term ends in 2024
- 04-13-2023 Deadline to file Nomination Papers with the Clerk
- 04-14-2023 Submit draft ballots to ES&S for printing and ballot machine programming.
- 05-15-2023 Absentee Ballots Must be Available
- 05-18-2023 District #51 Budget Meeting (Clerk & Deputy must attend)
- 06-13-2023 Election Day